

COMPASS Users Group
Arrowhead Library System
Wednesday, August 30, 2017
10:00 a.m.

Minutes

1. Welcome and introductions.

Libraries present: Kelli Pelland/Baudette, Mary Lukkarila/Cloquet, Carla Powers, Richmond Kinney /Duluth, Steve Harsin/Grand Marais, Katie Sundstrom/Two Harbors, Nancy Maxwell/Virginia, Ty Palkkinen, Emily Ekstrand-Beammes/Hibbing, Julie Billings/Silver Bay, Katie Christenson/Chisholm, Liv Mostad-Jensen/Coleraine, Sue Dabbas/Gilbert,

Libraries attending via GoTo Meeting: Lisa Pennala/Babbitt, Jodie Johnson/Carlton, Rachel Heinrich/Ely, Paula Chapman/Aurora, Steve Devine-Jelinski/Moose Lake

ALS staff: Chadd Niles, Shari Fisher, Jim Weikum, Chris Magnusson

2. Approval of COMPASS minutes for April 26, 2017 meeting (approved).

NOTE: All Handouts are in the ALS google drive Folder for this meeting.

3. COMPASS and Technology Related Issues.

a. Questions or issues with Horizon functions.

b. Horizon news: updates, upgrades, etc.

i. Upcoming Horizon & HIP releases.

1. 7.5.4 (waiving lost fee at return, fine amount blank, duplicate borrower)

Just completed this upgrade

Help feature is now much easier to use: can use either Search box or read publications

2. 7.5.4.1 (Family Cards and more features to decouple HIP)

ETA September or October

Web services update Sep 6,(should have no impact on libraries)

Updates to Mobile Circ (includes an event tracker feature)

Test server for horizon is coming to allow testing and training on a test Database rather than experimenting with full database

Universal SIP option available in September (self check/time management/etc.)Contact Chad for more info

Pull list order change is a possibility (Chris will do survey monkey to ask preferences)

3. Block History - message to borrower/comments currently 30/0 can be changed

Block history – generally deleted after 30 days, comments, delete from enterprise?? **Libraries requested Keeping financial info for at least one year. Chris will look into**

ii. SMS messaging: Billing notice and pre-overdue quirks.

Messaging Is gaining in popularity

Billing notices only go out as emails, not texts

Pre-overdue notices: if both SMS and email are checked, they will get both

If no phone calls wanted, be sure to use *no telecirc* option

Pre-overdue reminder notices can be set by location, can change to 3 or 4 days pre-due date.

- iii. Notices and possible Privacy issues.
 - 1. Testing the “no titles” option for notices.
Handout with draft wording possibilities is available (in meeting folder on Google Drive)-
 - 2. “Hold/Request expired” notification turned on.
Hold expired on shelf (no complaints)
Requests expire after 180 days (can extend by location – let Chris know if you want extended)
 - 3. “Hold deleted” turned back off! Most deletions are because patron already has book
- iv. Authority Project: are we having fun yet?
Almost done with project: will import back into system on 9/1 (don’t do anything to bibs) will clean up old records (Chris will send out email with status)
- v. Library inventory projects & OCLC Reclamation: light at the end of the tunnel.
Most public libs done. Schools remaining. Goal is to submit records in Nov. to OCLC
- vi. LSTA Grant project.
ALS developing application to bring Duluth into Horizon (includes funding for project manager) should know around Nov 1.
Catalogers will be meeting this winter to talk about cataloging differences between ALS & Duluth
- vii. Enterprise & eResource Central (eRC) interfaces: Ebooks MN issue.
Enterprise can search for eBooks MN in catalog–There is a direct link to download, but need to authenticate with barcode
- viii. Help Desk @ ALS.
Now Live at: alslib.freshservice.com/support/home
Chad will put link on ALS site under **Services tab**
Log in and choose categories and urgency of request
Makes workflow easier among Chadd, Chris, Robert, so they know status and solutions,
Knowledge database created of solutions which is available to search and view
- c. Non-resident borrower’s cards: the volunteer committee met on March 2: update?
Regional systems have had conversations about making getting a card easier. ALS
Conversations with ECRL and NW and Kitchigami are beginning.
State Library Services working on making it easy to get public library cards for all school kids.
- d. Current balance of ALS materials budget for OverDrive: rationing of spending for rest of 2017.
 - 7 selectors – put caps on spending,
 - Shari included report from Overdrive conference. (on google drive)
 - E-magazines disappeared August 1. Working on platform through Libby (no ETA, no content info) \$3500 left in emag fund
 - **Will Move into ebook/ audio fund**
 - Wording placed on Overdrive page to let people know magazines are gone, and why.
 - Libby is popular, Overdrive app will go away sometime next year.
 - Overdrive will be implementing cost/circ option sometime
 - Could be used for Recommended titles by patrons, book clubs.
 - Electronic library card in testing (verification of patron eligibility)
 - Provided marketing ideas, ie Digital book shelf with QR codes connected to titles

e. How can ALS contact library staff before the library opens in the morning?

Let Robert know if there is a phone number that is answered before opening.

4 “Round-robin” questions of the day: the ALS Early Literacy Initiative Subcommittee has prepared some recommendations relating to fees & fines that will be shared. (see document in Drive)

a. **Recommendations are to eliminate fees for replacement cards for kids in Sept and October and to waive fines/fees on youth cards during October.**

5. Library Issues.

a. Should we re-schedule the April 2018 meeting due to the all-day training (data practices) being planned? (*note when scheduling 2018 meetings*)

b. Still no mileage for meetings! Any progress?

Mollie is working on drafting a scholarship application, which will need legal/auditor review. Other regions are also exploring

c. Iron Range STEM Showcase.

Friday, October 6 in Hibbing

d. Have you seen all the training sessions ALS has scheduled?

e. Back-to-School packets.

Horizon update packets are being sent to schools

f. Legacy programming update.

(a list of upcoming planned programs was distributed)

There is no signed contract with the State yet, so right now, performers can only be paid with carryover funds from last year. Note: internal controls have been implemented for additional proofreading of publicity materials.

g. What’s happening at your library?

Virginia: a successful eclipse party (they got a telescope) Authors speaking Sept 6, Annual Sale is the 3rd week of Sept.

Coleraine: Had a successful eclipse part, They did STEM activities weekly. They will try “Coffee Cake and Crafting” with some planned activities

Aurora: their assistant librarian is retiring and they are seeking candidates. The booksale is coming up in October

Grand Marais: The Readers and writers festival is happening in November. Workshop sessions are filling quickly.

Hibbing had a successful eclipse program. They are starting an open craft evening twice monthly

Duluth: partnering with UMD for read without walls program. Sept 16 is the Library Foundation fundraiser “Learning and Libations”

Baudette: SRP signups were up. They will do board games on Early Release Days. They are working on 2018 art sculpture.

Two Harbors had a visit by the Robotics Team as part of the SRP.

Silver Bay had high SRP signups. The school libraries merged and Julie helped with inventory.

Cloquet: They had a successful eclipse program (also gave away 850 glasses) They are celebrating with Finland sister city library.

Mary is retiring at the end of October. They are interviewing September 15.

Random notes:

All libraries should have received the new **children's cards**. The intention with the new cards is that kids will have unique, special cards. Carla warned that when they started issuing kids cards, lots of adults wanted them too. Be prepared for adult requests, and explain that they really are intended to be a special card for kids.

Chadd created a splash page for the ALS wireless network, and figured out a way to avoid the "this is not a secure website" warning page. He will write up an send out.

Minnesota Libraries Publishing Project is providing *Pressbook* as a platform for producing books.

<https://mlpp.pressbooks.pub/>

There is a discussion about a statewide shared contract with SELF-e for ebook publishing.

MALF is sponsoring a workshop in Cook Sept 16.

6. Next meeting: October 25, 2017.

7. Adjourn.