

# COMPASS Users Group

Wednesday, December 5, 2018

10:00 a.m.

## Minutes

All meeting documents can be found here:

<https://drive.google.com/drive/folders/1-YvXc326sj5LacH3O901Qt5NqAzrIMRK?usp=sharing>

**Libraries present:** Marcia Anderson/Grand Rapids, Crystal Phillips/Cook, MaryEllen Higgins/Eveleth, Su Dabbas/Gilbert, Julie Billings/Silver Bay, Kelli Pelland/Baudette PL, Katie Sundstrom/Two Harbors, Liv Mostad-Jensen/Coleraine, Diane Adams/IFalls, Katie Christenson/Chisholm,

**Libraries attending via Zoom Meeting:** Lisa Pennala/Babbitt, Carla Powers/Duluth, Beth Swenson/Cloquet, Rachel Heinrich/Ely

**Staff present:** Shari Fisher, ALS, Chris Magnusson, ALS, Mollie Stanford, ALS, Jim Weikum, ALS, Chadd Niles, ALS

1. Welcome and introductions.
2. Approval of COMPASS minutes for October 31, 2018 meeting. *Approved with no corrections*
3. What's happening at your library?
  - a. Coleraine : Anime club started with participants doing most of the organizing and publicity.
  - b. IFALLS : Distributing early literacy calendar (handing out 300 each month) There has been a significant drop in the number of kids in the county.
  - c. Mollie: finalizing legacy contracts and schedules
  - d. Cook: Hosting a BFF Gingerbread event, Organizing a One book community read in Jan. *Count of Monte Christo*
  - e. Eveleth: Doing Christmas coffee Dec 15, includes history presentation by historical society
  - f. Gilbert: Christmas event Dec 11, losing one staff
  - g. Two Harbors: Notified of grant award for microfilm reader next year. Santa : Storytime coming up
  - h. Baudette: open house Dec. 20<sup>th</sup>, regular music Thursday afternoons, collaboration with Humane Society to try reading to animals,
  - i. Cloquet: Received *ready to code* grant from ALA, Hosting stuffed animal sleepover with Santa
  - j. Ely: solar panels installed, gearing up for community read
  - k. Duluth: Superior St just reopened, Virtual cards started for students
  - l. Babbitt: just finished remodeling the circ desk, Excel class upcoming (demand by patrons) Boxcar display being completed.
  - m. Chris: Hibbing celebrating yuletide, United way of St Louis Co. has given away book barns with farm themes, won giraffe from S-D,
  - n. Chadd: new phone system coming, UPS being installed
  - o. Chisholm: LED lights being installed, installed gadget wall for kids' room for sensory play, Have a call to artists for library art for 2019
  - p. Grand Rapids: jigsaw puzzle competition coming up, Nutcracker story time and craft program on Winter Reading kickoff day, great PR in 12/3 Grand Rapids paper
  - q. Jim: bookmobile delayed to March

- r. Grand Marais: ZS Johnson provided great event, Winter series begins in January: Movies Friday and Speakers Wednesday 10 weeks, Upcoming: JR (artist) produced movie, *time.com guns-in-america* exhibit to be in Grand Marais, within next year. Will probably be in Johnson post, There may still be possibility to apply if libraries are interested. Working with Architect for renovation to include office space, lactation room, rearranging within library.

#### 4. COMPASS and Technology Related Issues.

##### a. Questions or issues with Horizon functions.

Text msg delivery numbers going up,  
Standard Closed Holiday list drafted to minimize time spent on entering schedule for each library, consensus is to leave holidays in, even if only a few are closed, Libraries can submit additional closed days

Can do macros for cataloging: unique text can be stored and saved for use in multiple or recurring records

Change periods for circ reports (3 month periods rather than one month)

ILL – can't request or renew in horizon,

May be streamlining borrower record input fields

##### b. Horizon news: updates, upgrades (7.5.5 and 7.5.6), etc.

##### i. Update on COMPASS request to re-format notices.

- a. Robert working on notices upgrades

##### ii. Juvenile btypes for fine-free kids.

- a. Can set up so these can be no fines or set itypes for materials with no fines

##### iii. Horizon Summit report (see also: Google Drive).

- a. Coming up: can delete closed locations
- b. Ken Bonney: floating collections can be changed
- c. Can create mailing list (create spreadsheet with names to merge)
- d. Next update should be soon. Showed bluecloud mobile for kids

##### iv. OCLC update.

- a. Working on record cleanup,
- b. Subscriptions

##### v. FRBR-ization update (Enterprise).

- a. Still in process, Chris sent link to beta test site

##### vi. Database clean-up project status report.

- a. Borrower purge reports in google drive
- b. Should review by December 14<sup>th</sup> (waive fines) Chris will send email with link to Drive and instructions.
- c. Expired for more than 8 years.
- d. Lost items list is still on the list of things to do.

##### c. Enterprise & eResource Central (eRC).

##### i. Enterprise update schedule.

Scheduled for 2<sup>nd</sup> quarter

Working on mobile design update

Bluecloud mobile app is available, but pricey

Bookmyne will not go away

Discussion concerning the “statute of limitations” on collecting charges for lost materials.

**i. Consensus is that Libraries don't want to delete old fine records**

e. Temporary borrower cards.

i. Report of first Committee meeting.

Needs to be tested (btypes)

**Diane moved to adopt recommendations and move ahead with testing and implementation, mary ellen, second  
All approved**

f. Digital security and patron privacy (info from the recent LITA Conference).

Report on Google drive. Chadd highly recommends

Password is VERY important

1password app for apple devices or other storage app

Windows defender is close to providing same protection as other antivirus software

(Steve recommends Apple OS as having better security)

g. Balance of ALS materials budget for OverDrive: annual budget divided equally each month.

a. Will do *usage by type* report that selectors can use

h. RB Digital e-magazines: how are patrons responding?

a. Positive responses from patrons

i. Discussion about ChiltonLibrary.com

a. Shari negotiated \$10,287 renewal fee for next year. Shari calculated cost at roughly \$5 use

**b. Will Continue for another year and evaluate usage and other options, will also update outreach cards and explore other marketing options.**

c. (Note: Jim found that ALLDATA does still limit subscriptions to in-library use only) Ebsco does offer a similar product, which may be a possibility.

ii.

5. “Round-robin” questions of the day? What have folks heard about the video streaming product for libraries called Kanopy?

Metered product per use. (expensive) (geared to academic libraries)

IFALLs offers Hoopla. can limit usage per month per patron. They spend 300/mo. (offer comic books, which are the most frequently used item)

Library of congress is offering movies,

Archives.org, offers audiobooks and audio/book combination (daisy format)

6. Library Issues.

a. Election of 2019 officers.

**Chair, Katie Sundstrom**

**Secretary, Chrystal Phillips**

**Vice, Katie Christenson**

**Slate approved unanimously.**

b. Meeting dates for 2019.

i. Note upcoming events: Lib Leg Day Tues. Feb 26th, Wed May 1 Summit, Grant Writing Wkshp April 23, SD conference in MPLS Mar 25-27

**ii. Feb 20, May 22<sup>nd</sup>, August 21, October 23, Dec. 4**

- c. School outreach: Digital card pilot project update.
  - i. Moving along
- d. ALS strategic planning update.
  - i. Surveys in progress
- e. Legacy staffing and programming update.
  - i. Finalizing schedules,
  - ii. History Day Hullabaloo in Duluth in Jan
  - iii. New evaluation tools in 2019 for legacy Programs
  - iv. Tentative prog for August: Rose Arrowsmith--DeCoux doing storytelling workshop
  - v. Siama's Congo in September, Mary Casanova in April
  - vi. Facing the future summit May 1, 2019
  - vii. Grant-writing Workshop with Stephanic Gerding
  - viii. SRP kickoff Tues Jan 15 plus Story Time training
  - ix. Mackin offering STEAM training
  - x. Horizon trainings to be scheduled next week for 2019
- f. Print shop labor cost

**No objection to raising print shop rates. (support expressed)**

Note: If you are thinking of projects for Library Construction Grant, let Jim know ASAP. The outlook for libraries. is positive

*I work at a public library"* book recommendation.

7. Next meeting: February 20, 2019.

8. Adjourn.