

## COMPASS Users Group

Arrowhead Library System

Wednesday, May 22, 2019

10:00 a.m.

Minutes

**Libraries present:** Nancy Maxwell/Virginia, Julie Billings/Silver Bay, Kelli Pelland/Baudette, Katie Sundstrom/Two Harbors, Su Dabbas/Gilbert, Liv Mostad-Jensen/Coleraine, Sue Sowers/Hoyt Lakes, Crystal Phillips/Cook, MaryEllen Higgins/Eveleth, Diane Adams/International Falls, Beth Sorenson/Cloquet, Will Richter/Grand Rapids, Carla Powers/Duluth, Steve Harsin/Grand Marais, Paula Chapman/Aurora, Shelby Lonne-Rogentine/Moose Lake, Emily Ekstrand-Brummer/Hibbing

**Libraries attending via Zoom Meeting:** Tyler Pulkkinen/Hibbing, Rachel Heinrich/Ely, Lisa Pennala/Babbitt

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

1. Welcome and introductions/What's happening at your library? Read any good books lately?
  - a. **Two Harbors:** Received the North Shore Horizons 2019 Community Impact Award.
  - b. **Grand Rapids:** Working on teen space. 300 Summer Reading sign-ups. Book: *Midnight in Chernobyl* by Adam Higginbotham.
  - c. **Cloquet:** Weeding CDs, transferring to new cases. Old cases are available to give away.
  - d. **Mollie S., ALS:** Minitex scan kit training scheduled for September 24, 1-3 p.m., scan kits will be in the region from September 24 – November 8. At an Indus school visit, it was noted that both International Falls and Baudette summer reading materials were on display.
  - e. **Cook:** Selecting books to vote on during the summer for the Next Great Read.
  - f. **Hibbing:** Memory kits are available for check out. Kits include DVDs and flash cards. Fine free is going well, accepting food shelf items for past fines.
  - g. **Grand Marais:** Library is now fine free, change in health insurance provider, building assistant director office.
  - h. **Baudette:** Working on summer reading program.
  - i. **Chris M., ALS:** Hero books and resources for veterans from the United Way.
  - j. **Moose Lake:** New director, trying to engage young people through social media, intergenerational board games.
  - k. **Eveleth:** Children's librarian position, Friends of the Library grant from Cleveland Cliffs.
  - l. **Gilbert:** New library clerk, Summer Reading guest story times, Friends of the Library and Fire Department Emergency Fun Day, June 19.
  - m. **Duluth:** Computer lab has new space, new bathrooms will be constructed.
  - n. **Silver Bay:** Summer Reading class visits.

- o. **Aurora:** Summer Reading preparations, local police providing active shooter training.
- p. **International Falls:** Summer Reading preparation, working on sound recording studio. Book: *The Age of Walls* by Tim Marshall.
- q. **Hoyt Lakes:** Summer Reading preparations, part of the Blandin Broadband Community, Build a Bunny workshop/story time.
- r. **Virginia:** Summer Reading intern.
- s. **Coleraine:** Summer Reading, received a grant to purchase a kids kitchen, offering Extension Office programming. Book: *My Grandmother Asked Me to Tell You She's Sorry* by Fredrik Backman.
- t. **Jim W., ALS:** New bookmobile is in the garage, new bookmobile coordinator is Sophia Anderson. Audio book: *Been So Long: My Life and Music* by Jorma Kaukonen.
- u. **Ely:** Electric car charger is available.
- v. **Babbitt:** Friends of the Library hosting Up North Craft Fair, Summer Reading preparations.

2. Approval of COMPASS minutes for February 20, 2019 meeting. **N. Maxwell/D. Adams, Motion Approved**

3. COMPASS and Technology Related Issues.

a. Questions or issues with Horizon functions.

i. **Overlapping buttons in new borrower screen:** SirsiDynix still working on this problem.

ii. **Horizon imports:** OCLC to Horizon, Citrix is troubleshooting the problem.

iii. **Notices from owning library and fines:** fine-free library patrons may be confused about this. Staff need to explain to patrons that not all libraries are fine free, remind that MNLink items cannot be renewed.

b. Horizon updates: 7.5.5 primary features.

i. **Family Card feature:** a few libraries have started to use.

ii. **Auto-Renewal feature:** grace period and email notices available, can't say what was not renewed. Auto-renewal provides patron convenience and removes a barrier, provides circulations but not necessarily foot traffic. **D. Adams/S. Harsin, Motion tabled until August.**

c. **COSUGI 2019, Horizon update 7.5.6:** pin to password option, block screen, edit borrower screen, change pickup location when on hold shelf, payment history comments, what you saved feature of receipts, merge duplicate borrowers. Community engagement features to look into include calendars and email newsletter customized by library.

d. **Re-cap and update on standardized Circulation parameters:** Arrowhead Holdings Standards intent is to make circulation policies less confusing for patrons.

e. **ALS Help Desk refresher:** available via ALS website, ticket system, training videos, solutions tab, troubleshooting. Chadd has created accounts for each library, passwords are created by users, email Chadd if assistance is needed.

f. **Possible “free” Wi-Fi option for most member public libraries:** Northeast Service Coop (NESC) is offering use of the broadband connection for library Wi-Fi. The relationship regarding the Wi-Fi connection would be between NESC and the participating library. NESC does not provide internet to Baudette.

g. **Temporary borrower cards:** update from ALS staff: concerns regarding temporary borrowers accessing MNLink items, patrons may use their Minnesota library card anywhere in the state, downloadable content is region specific. Chris M. will research B-type options and contact Overdrive.

h. **How and why ALS filters the Internet connection--a refresher course:** ALS filters under the direction of the Arrowhead Library System Governing Board at the minimum amount allowed by CIPA. Filters are required in order to receive state e-funding. Patrons rely on library staff to protect their privacy.

i. **Data practices/data privacy and Internet usage policies:** policies should be posted near the computers, ALA Bill of Rights, patron behavior policy, patrons should be held accountable for behavior.

j. **Database products for 2020?:** Lynda.com now LinkedIn Learning includes job-training, skills training, certification and courses. Demo period for staff in September. No new money for databases, if one is added, one must be deleted.

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

l. **Dedicating Crossover/Best Seller funds for RB Digital content:** funds donated by libraries for downloadable content can be used for RB Digital.

#### 4. “Round-robin” questions of the day

a. **Service Animals:** Two questions can be asked: 1. What disability is this meant to help? 2. What task is this animal trained to do? Grand Rapids will share their sign posted on the front door, Duluth will share their policy.

#### 5. Library Issues

a. **Regional delivery service:** Delivery bins are smaller, libraries are in need of extra tubs. Some concern over afternoon delivery, not always the best time for some libraries. Questions and/or concerns should be emailed to Shari.

b. **School outreach:** Mollie and Chris M. are working to authenticate OverDrive without Horizon and working with school districts directly. The digital card is workable for all school districts in the region. The project is taking longer than expected but they want to make sure it will work for all multi-types. Grand Rapids is experimenting with teacher cards with longer loan periods and different fine options. The library has many class visits and this provides a check out option for teachers and students.

c. **Legacy programming update:** Create Your Own Comic draft schedule is out, PR is out for programs through August, Legacy committee meets in August.

d. **Homelessness training videos:** Duluth staff participated, learned tips, videos available online for interested libraries.

6. Next meeting: August 21, 2019.

7. Katie S. adjourned at 12:29 p.m.