

COMPASS Users Group

Arrowhead Library System

Wednesday, August 21, 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, Carla Powers/Duluth, Amanda St John/Grand Marais, Anna Amundson/Mountain Iron

Libraries attending via Zoom Meeting: Beth Sorenson/Cloquet, Rachel Heinrich/Ely, Lisa Pennala/Babbitt

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

1. Welcome and introductions/What's happening at your library? Read any good books lately?
 - a. **Two Harbors:** Received a grant for 32 STEAM kits.
 - b. **Mountain Iron:** Back to school and library card drive. Book: *Deep River* by Karl Marlantes, *Educated* by Tara Westover, *Old MacDonald Had a Boat* by Steve Goetz.
 - c. **Cook:** Library Director position is now full-time, teen summer reading sleepover had 8 participants. Book: *Chronicles of a Radical Hag* by Lorna Landvik.
 - d. **Mollie S., ALS:** Help Grand Marais promote Minnesota Book Award event September 14, reminder to turn in Summer Reading statistic sheets, CLAS meeting is September 27. Book: *Bad Blood* by John Carreyrou.
 - e. **International Falls:** Recording studio is open.
 - f. **Hoyt Lakes:** Maker Space room available, Blandin Grant funds used to purchase portable training lab, Sue will be attending the ARSL conference in Vermont.
 - g. **Chadd, ALS:** Working on Wi-Fi security, reading tech books online.
 - h. **Baudette:** Baudette will be hosting the 2019 World Ploughing Competition. Books: *The Life We Bury* by Allen Eskens, *The Second Mountain* by David Brooks.
 - i. **Gilbert:** New library staff, outreach projects to ECFE and middle school, working with kids on the Patriots Pen competition. Books: early Joanne Fluke, Ranger in Time series by Kate Messner
 - j. **Eveleth:** Children's librarian hired, new kits for story time, dropping Ancestry.com, local genealogy group is meeting monthly, Friends book sale in October. Book: *The Public Library Director's Toolkit* by Kate Hall and Kathy Parker, Discworld series and *Nation* by Terry Pratchett.

k. **Chris M., ALS:** Working on an IMLS grant to create a toolkit for veterans and libraries, Sandra Butalla has a new book about Minnesota women in the military.

l. **Duluth:** Early Literacy Librarian position open, Duluth Mayor Larson will announce fine-free initiative, LSTA grant for new bathroom construction.

m. **Silver Bay:** Strategic planning in progress, three library board positions will soon be open, had a book sale, purchased STEM kits for in-house use. Book: *Jemmy* by Jon Hassler.

n. **Virginia:** New birding backpacks for checkout, Minnesota author J. Ryan Stradal at the library October 8. Books: *The Golden Hour* by Beatriz Williams, *17 Carnations* by Andrew Morton.

o. **Shari, ALS:** Wi-Fi password will change quarterly, log in will include splash page and Internet Use Policy, ALS workplan in progress, Multitype state plan meeting will be held soon.

p. **Grand Marais:** Summer tourist season is winding down, Fall passive programs include Scrabble, metaphysical practices and Tarot cards.

q. **Coleraine:** Successful summer reading programming included rock painting, cupcake decorating, theater makeup and acting. Books: *The Blood Strand* by Chris Ould, *Magic Kingdom for Sale* by Terry Brooks, *Good Omens* (Radio Dramatization).

r. **Ely:** UMD portable planetarium.

s. **Babbitt:** Extended summer hours to include Saturdays.

2. Approval of COMPASS minutes for May 22, 2019 meeting. **D. Adams/M. Higgins, Motion Approved**

3. COMPASS and Technology Related Issues.

a. Questions or issues with Horizon functions.

i. **Overlapping buttons in new borrower screen:** To work around issue, use keyboard tricks (handout).

ii. **Adding multiple items:** F2 browse search causes the crash.

iii. **Importing crashing Horizon:** Happening occasionally.

iv. **BookMyne: Undefined error at login:** Report to Chris M. at ALS.

v. **Online Registration:** Working on the groundwork as platinum subscription is about the expire.

vi. **Location Limited Indexes:** For schools to search this location only, not useable on BLUEcloud or Mobile Circ.

b. What features are notable in 7.5.5?

i. **Auto-Renewal:** Courtesy renewal notice, text to add to pre-overdue notices, renewals can be restricted to iType and bType. Number of times items can be renewed varies by library, 2

renewals is common, library defaults should be reviewed. Public relation materials will be needed for auto renewal initiative. Send comments to Chris M.

ii. **Citrix Maintenance:** August 25 and September 1, Chris M. will send reminder emails.

c. Cataloging

i. **BLUEcloud Cataloging:** Training at ALS and Grand Marais PL, BLUEcloud has some issues with login, DVDs and graphic novels are harder to find. Choose records with 035 fields, this will help in MNLINK.

ii. **BookWhere:** 12 licenses in Arrowhead System. Chris M. can also search for items.

iii. **Updates for MNLINK:** ALS records not in OCLC should not be an issue, MNLINK staff checks our region. Delete 001 fields when cataloging.

d. **Next Upper Midwest Regional User Group (UMRUG) meeting:** September 18, 2019

e. **Due dates of ILL items:** Restricted due dates will be written in red and circled on the white ILL sticker, library staff will have to change the due date in Horizon, these items usually come from outside of Minnesota.

f. **Make Horizon Work for You Training:** Learn commands, reports, searches and analytics.

g. **Temporary borrower cards:** update from ALS staff: (Handout) Jim W. provided language for temporary card, Katie S. asked for no language and that cards be the same as regular library cards. ALS staff can't decide how cards are used as libraries can follow their own guidelines. Brian can provide a sample card to share at the next meeting. Tennesen warning needs to be given when collecting data and patrons should be reminded of the warning when renewing cards.

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

i. **Chilton's circulation data:** Circulation has increased, fixed an incorrect link on the Virginia PL webpage which affected stats, marketing has helped.

j. **Lynda.com: Demo or not?:** Now LinkedIn Learning, privacy is a concern, must have a LinkedIn account to access. Not much interest from public libraries.

4. "Round-robin" questions of the day?

a. Passive programming for reader's advisory (e.g. Blind Date with a Book):

Eveleth: Blind date with a book, staff picks their favorites, show patrons a few lines from the book, adults like it, books include "rate your date" slips, labor intensive program, runs six weeks. Silent book club, everyone reading a different book, a time to read and discuss after.

Mountain Iron: Books by color, example: "I know it has a red cover", titles selected by staff.

Ely: Blind date display, books wrapped with barcode showing, speed dating: patrons bring their favorite books to share.

Two Harbors: Blind date with a book, places books in Manila envelopes.

Hoyt Lakes: Blind date with a book, books wrapped in brown paper, give chocolate candy, returned rating cards are put into a prize drawing.

Gilbert: First book by an author, “fresh from the vault”.

Hibbing: Book club event, outside the library, to sit, read and visit after.

5. Library Issues

a. **Regional delivery service:** School delivery begins September 8. Some libraries reported that delivery times are inconvenient compared to previous delivery schedule. Most are happy with the service. If there are issues let Shari know right away.

b. **School outreach:** Mollie S. is creating a back-to-school packet for schools and public libraries that will give an overview of ALS services including Legacy and continuing education information. Mollie will present at the professional development summit at the Virginia High School in August. Digital card update: leery about collecting student data, still looking for a way to provide access to resources without barriers. Chris M. will visit schools in Grand Rapids and Two Harbors.

c. **Legacy programming update:** Legacy committee met in June to review programs and evaluations. ALS staff has worked hard to provide public relation materials much earlier. Legacy funding for 2020 is expected in September. Mollie S. will send out a survey for 2020 program ideas. Upcoming programs: Siama’s Congo Roots, 321 Art Studio, Allen Eskens, Custom Leather Bracelets and Comic Character Workshop.

d. **iTunes on Computers:** Nancy M. asked if libraries allowed iTunes on public computers. Many libraries have Deep Freeze software that wipes all downloads/data from computers. Patrons are asked to restart computers for their privacy and protection.

e. **Homebound patrons in city limits:** Nancy M. asked about serving homebound patrons. Mail-A-Book can serve homebound patrons, questions can be directed to Mail-A-Book Coordinator Chris Carlson.

6. Next meeting: October 23, 2019.

7. Katie S. adjourned at 11:51 a.m.