

**Montana Shared Catalog Executive Committee Meeting
Carroll College, Helena 9:00 am – 4:00 pm**

In attendance: Sarah McHugh, Jemma, Ken, Roberta Gebhardt, Donna Worth, Cheryl Hesper, Becky Mosbacher, Bob Cooper, Ann Rutherford, Kim Crowley, Beth Chestnut

Discussion about slowness issues in SirsiDynix automated library system. Is this a manifestation of the new upgrade? Some libraries are experiencing extreme slowness in cataloging module, some in circulation. Suggestion is a troubleshooting document that asks for further information on slowness issue. Make this a new tech support effort. List of questions that guide library and tech support toward a solution—questions will narrow down the issues and problems.

Meeting officially started at 10:00 am

1. Develop a MSC-wide standards-based development strategy with a goal of making the MSC more “nimble” (resulting in less overhead and cost)

Circ maps are huge and messy; started with a very accommodating though not-good-for-growth strategy; MSC has been very accommodating which is not good from an IT support perspective. When talking about an RFI, it became clear that moving our system to another vendor/software would be nearly impossible. Are we building something that is streamlined enough to see the future? How do we talk to the membership about building a better future by streamlining our databases? WorldCat is a good example of a contributory catalog that has lots of junk in it. Bob called attention to our mission:

It is the overriding intent that the Montana Shared Catalog will be available to the Member Libraries and their communities as an integrated and functioning system. Therefore, the Parties all agree to act in good faith and in the spirit of mutual benefit and cooperation to achieve this goal. Member Libraries have agreed to join the MSC in order to improve their own and other Member Libraries' ability to deliver quality materials and services to their patrons.

Sarah talked about the first 17 libraries and how hard they worked streamlining circ rules, location codes, etc. The next 27 libraries were added rather haphazardly two years later and changed the MSC considerably.

How do we start re-aligning codes, rules, etc. in the MSC? Need to start with circulation rules, which will affect item types. How can we present it so that libraries see it runs faster, better, more inexpensively? If we don't clean things up, the system will break.... Do we look at circ rules by library type? After Circ rules we have to look at item types: fines or no fines, grace period or no grace period. These type of changes will require library board decisions in some cases.

Look at this from a patron perspective: if a customer sees 7 day checkout with a 3-day grace period, then they'll keep it 10 days.

- Circulation periods
 - 24 hours
 - 7 days
 - 10 days
 - 28 days
 - unlimited
- Fine possibilities
 - .10 cents a day; none
- Grace period possibilities—do away with grace periods
- Maximum checkouts
- Maximum Fines
 - \$5.00 and \$10.00
- Renewals
 - 2
 - None
 - Unlimited

Home location and hold-ability

Simplifying codes/locations/types/circ rules should in the end lower overall costs of all participants.

LUNCH BREAK

2. Develop a strategy to accommodate anticipated new MSC library growth challenges that would likely accompany a repurposing of ILL funds toward additional MSC support:

Discussion ensued about how to best use some of the *possible* repurposed ILL funds for the MSC. What can the catalog take in terms of data/records? We don't want to bring the catalog to its knees; but we also want to open up the MSC to the most possible libraries. Number of staff needs to be sufficient for number of libraries/data in the MSC. How many libraries can we add at once: six every six months? Assist with potential growth of the shared catalog in light of the possible repurposed ILL funds. A purpose statement to the NAC that says something like: "*The Executive Committee of the Montana Shared Catalog met and decided that we can accommodate this many libraries over this period of time....*" Strategy for what needs to be done with the money: reducing costs, new servers, staff person, etc. How would you apply \$200,000 (for example)? Present a correct picture/spreadsheet that shows how we can make the MSC less expensive; additional costs for bringing in more libraries.... Have to talk about bringing other libraries in, more staff, costs then lowered because there are more libraries. Money that is extra put back into servers, staff, etc. How will this make the MSC affordable for everyone? "Containment" contain rapid rate of growth in costs.... Can add so many (reasonably) in one year; what does that do in terms of

Also in statement: we are moving to streamline the catalog to allow libraries to join more easily/cost efficiently. Kim and Roberta will work on an introductory page or so to go along with spreadsheets (from Ken and Jemma) to give to NAC.

3. Review the overall MSC governance structure with a goal of making that structure more efficient and effective in meeting the management and leadership needs of a continually expanding membership.

By-laws revision committee: Becky Mosbacher and Ann Rutherford and Beth Chestnut. Draft by the end of June. Kim will send link to WYLD and other by-laws.

HOMEWORK:

All Exec Committee members look at lists of item types and home locations to see what might be combined.

Roberta, send email to cataloging, Circ, and OPAC committees re: combining committees into one

Ken, work on spreadsheet for adding new libraries (how many at once; what is the capacity of our server; etc.)