

**Fall MSC General Membership Meeting
Kalispell Medical Center
Friday, October 5, 2007**

MINUTES

Meeting Called to Order by the Executive Committee

9:00 -9:30 Welcome

Introduction Executive Committee:

Ann Rutherford, Academic
Beth Chesnut, Schools
Marilyn Trosper, Vice Chair, Small Libraries
Outgoing Large, Alice Meister
Incoming Large, Kim Crowley
Outgoing Special, Sue Sillick
Incoming Special, Roberta Gephardt
Outgoing Librarian at Large, Jane Gardner
Incoming at Large West, Jean Neilsen
Incoming at Large East, Dawn Kingstad (Incoming Chair)

MSC Staff: Sarah McHugh introduced Ken Adams, incoming Director of the Shared Catalog.

Roll Call/Proxy List

(Marilyn Trosper)

Vote: Sonja Woods (MCPL) motioned to accept, Cyd Kreizwald (Jefferson Co. Library System) seconded minutes.

Motion passes unanimously.

9:30-10:00 MSC General Update

(Ken Adams) MSC runs smoothly with very few complaints.

Update on the MSC Network Consultant traveling to libraries, final report presented to Exec. Committee, will be posted to website (all MSC members are encouraged to read report). In Helena, MT on the 9th of October the final report will be presented to the State Library, 2:00pm State Library visiting room. What Brian found: bandwidth (larger the bandwidth, better WF will function) in most libraries is sufficient, large downloads in libraries can affect WF performance, RAM (the more the better on Windows machines), support and communication is vital for libraries, communication is poor with small libraries, schools, special libraries. Communication is two-way, please communicate with the MSC staff. Security was found lacking on systems, wireless especially. Alice Meister requests that the MSC consider hiring Brian for another summer. School libraries requested if Brian could work during the school year.

EPS Rooms update: Will replace iBistro/iLink, received price quote, waiting for it to work better (current version 2.2) for the consortia. Upgrade is expected in version 2.3, with no release date known. Update on Symphony, which will eventually replace Unicorn WF. Symphony is in Beta, possible implementation within the year. The MSC is open for adding additional libraries in FY2008: queries from libraries across the state.

MSC ongoing Challenges: 1. Geography: the MSC is spread out, it's important for members to make meetings, 2. Tight budgets (possible help coming with a state-wide courier service), 3. Political Challenges, perception that the MSC ignores small, special, or school libraries. Communication is key. Misconception that the State Library is biased towards the MSC. Software Platform can be a challenge: the software is limited because of small bugs, as with any vendor. The MSC does have leverage because we are a large consortia, but the MSC is not locked into SirsiDynix, there are other platform options.

Demo of New MSC website: (Bob Cooper) Integrated into the State Library website. Move of State Agencies to the "green template" of mt.gov. Content will transfer over, with slight layout changes, but the essential content will remain. This move is a state-wide project. The Montana Library Network (MLN) is now incorporated into the plan of the State Library for state-wide library resources. With the move, smaller libraries will still be able to use a portal-type page to access catalog, auto repair, and other databases. <http://msl.mt.gov>

Ken will send out an email on the MSC Blog (informational and fun), Ken Adams administrating.

10:00-10:30 Fiscal Transfer to MSL

(Ken Adams) In the next week, fiscal management will transfer from Claire Morton, of Missoula, to Chris from the State Library. Small changes: travel reimbursement and purchase requests. Waiting on one MSC library to submit a check before the transfer takes place.

10:20-10:40 Break

10:40-10:50 Proposed Changes to MSC By-Laws

(Sue Sillick) Sue explained the changes in detail (pink handout). Changes not present in handout: Article 5 #10, The Executive Committee members will appoint two committee members at their second meeting of the fiscal year to serve as Chair and Vice Chair [to read as: The Executive Committee members will appoint two committee members two months after the Fall meeting to serve as Chair and Vice Chair]. Change <http://montanalibraries.org> to the new state agency domain <http://msl.mt.gov>. Vote: Michael Ober (FVCC) motioned to accept changes, John Finn (HFL) seconded the motion. Motion passes unanimously.

10:50-12:00 NCIP/Home Delivery and Downloadable E-Content Pilots

(Sarah McHugh) NCIP: History of Home Delivery Pilot—active since mid-May. What is NCIP (interchange protocol which allows different ILS's to communicate, create records, authenticate users, share and borrow items), how NCIP works with holds and ILL, and the future of NCIP with the MSC. NCIP upgrade next week.

Home Delivery pilot until June 2008. Goals: possible home delivery as library service, statewide library card gains support. Challenges: due dates and fine settings, user accounts and using a default user authentication, NCIP has a problem with different hold levels (title, copy, etc.), bib records with duplicate OCLC numbers generates a “not found as cited” error message. Positive patron response.

Downloadable Audio: statewide interest in downloadable e-content, looking at 2008 LSTA funds, ad-hoc committee members looking into vendors and statewide interest. (Visit the link to RFI responses on the State Library website on the new msl.mt.gov domain). None of the vendors offer audiobooks compatible with iTunes/iPods, but patrons in other states do not seem to mind using other MP3 Players for their audiobooks. NetLibrary and OverDrive are the two major downloadable e-content vendors. NetLibrary (OCLC, Recorded Books) has a subscription program based on number of FTE, students, or a purchase program where you select the titles. OverDrive offers a school version of downloadable e-content for students, and incorporates the titles into the catalog, cost for platform, hosting fee, and ongoing costs; and they also offer a leasing program similar to NetLibrary's subscription program. The Committee will ask for feedback from Wired and libraries around the State to continue pursuing downloadable audio. LSTA funds will cover \$40,000. Ad-hoc committee will work on a request for a proposal for LSTA funds in December.

Vote purchase of NCIP from unencumbered funds from this fiscal year for \$3500.00, with 2nd year cost of \$638: Gail Bacon (BELGRADE) motions to purchase the NCIP software, Sonja Woods (MCPL) seconded the motion. Motion passes, 1 abstention

Members of the ad-hoc committee present asked for a hand vote of interest on downloadable e-content for libraries.

12:00-12:15 Lost Items

(Patty Jones) Lost and long overdue process for Shared Catalog. Hoping by the end of the calendar year that all MSC Libraries will be running an Assumed Lost report. Long Overdue Report is being tested in Missoula. A report about once a month to clean up lost items. The Long Overdue report also breaks the connection between the lost item and the bill (thus allowing you to remove items while leaving a bill for that item on the patron's account).

MLA MSC Sponsored Speaker

Approximately \$1500.00 from unencumbered funds to cover expenses of bringing Steven Abrams to MLA. Possible email vote of MSC members in the

next week. MLA, Great Falls, April 9-12, 2008. Straw Poll taken to assess interest in this sponsorship.

1:30-2:00 MSC FY08 Budget Update

(Claire Morton) Budget as of September 14th. One library outstanding on invoice, once check is received, budget duties and reimbursement will be taken over by the State Library. Catalog Maintenance funds (Ken Adams) to be put towards: training, assumed lost, discards, and contract with librarians to clean up the catalog.

Note: (Ken Adams) All contracts were signed by MSC Members with "Missoula" listed as the fiscal agent. Contacts will be re-sent to member libraries to be signed with the State Library listed as the fiscal agent.

2:00-2:30 Training Update/Training Needs

(Jess Tobin) Cataloging training on Thursday with Janice Kalvig and Carrie Nelson. (Ken Adams) Training needs around the State. Director's Station and Sirsi trainer to cover the Unicorn product, circulation, and cataloging. Suggestions: online survey to see what exact needs are, lack of trainers (libraries volunteering to share trainers), universal procedures, best practices for different area circ, catalog, etc.

2:30-2:45 Break

2:45-3:00 Sirsi Superconference Discussion

(Dawn Kingstad) April 5-8, 2008, Detroit, Michigan.

2:50-3:00 Birds of a Feather

Academic & Special Libraries: biggest issue was that the group is getting large enough that smaller groups can have the option to opt-out of modules that do not apply to their specific libraries.

School Library: Missoula International school library is an all-Spanish speaking school, OPI hired a Library Media Specialist, the schools want the spine label-creation feature to be more user-friendly, they enjoy being a part of the Shared Catalog.

Small Public Libraries: concern of small public libraries not attending MSC meetings, possibly funding or staffing issues, training issues with cataloging and Director's Station, networking with colleagues very beneficial.

Large Public Libraries: downloadable books, NCIP concerns, downtime with the Shared Catalog is minimum, Home Delivery, concern with bandwidth on downloadable audio.

Public Comments:

Possibly having a Birds of the Feather in the morning, Universal Circ Rules and Cleaning up Item Types committee (perhaps called Policies Committee) is

needed and will be tackled eventually, schedule MSC meetings in conjunction with other meetings to save on travel, time and money.

MSC Spring Meeting tentative in Miles City, May 2, 2008. (to be finalized)

Minutes respectfully submitted.

Hannah Nash
Youth Services
Miles City Public Library

5 pages