

MSC FALL 2010 MEMBERSHIP MEETING  
OCT 8, 2010  
GREAT FALLS, MT

9:15 Meeting called to order by Kim Crowley, Chair

Introduction MSC Exec Committee

Introductions of staff and guests

Sarah McHugh, Bob Cooper, Tracy Cook from State Library

MSC staff Bridgett Johnson and Ken Adams

NAC representative Gail Bacon, Belgrade Public Library

Al Cornish from Washington State University

Kathy Mora, Great Falls Public Library

**ROLL CALL – (Bold are Proxy votes) (Not attending RED)**

**Absarokee School Libraries** Krystal Zentner Bridger is Proxy

Alberton K-12 School Library

Ashland School Library

Belgrade Community Library

Bigfork School Libraries

Big Horn County Public Library

Big Timber Schools

Billings Catholic Schools

**Billings Clinic Medical Library** Roberta Gebhardt MT-Hist Proxy

Bitterroot Public Library

Boulder Public Library

Bozeman Public Library

Bridger Public Library

**Carnegie Public Library** Jane Gardner SGHS Proxy

Clinton Elementary School

**Darby Community Library** Trista Smith Bitterrott Proxy

Darby School District

Dillon Public Library

Drummond School Community Library

Flathead County Library System

**Flathead Valley Community College Library** Ann Rutherford MCC Proxy

Fort Belknap College Library

Glacier County Library

Glasgow City-County Library

**Glendive Public Library** Sonja Woods MCPL Proxy

Hi Line Shared Catalog System

Hearst Free Library

Highwood School Library NO

Hellgate School District

Joliet Public Schools

**Kalispell Regional Medical Center Library** Roberta Gebhardt MT-Hist Proxy

Laurel Public Library

Lewistown Public Library

Libby School District

Lima School Library

Lincoln Co. High School Library

Lincoln County Public Libraries

**Madison Valley Public Library** Joanne Erdall Thom-Hick Proxy

Manhattan Community School Library

Meagher Co/City Library

Miles City Public Library

Miles Community College Library

Mineral County Library

Missoula International School

Missoula Public Library

Montana Academy

**Montana Bible College Library** Trudy Dundas Manhattan Proxie

Montana Dept. of Transportation Library

Montana Historical Society Research Center

Montana Legislative Reference Center  
Montana Office of Public Instruction Resource Center  
Montana Public Service Commission  
Montana State Genealogical Society Library  
Montana State Library  
North Jefferson Co. Library District (Clancy)  
North Lake County Library District (Polson)  
North Valley Public Library  
Noxon Public School Library  
Parents, Let's Unite for Kids (PLUK)  
Park High School Library  
Parmly Billings Library  
Petroleum School Community Library  
Philipsburg Public Library  
Pine Hills Correctional Facility School Library  
Plains Public Library District  
Plains School Library  
Power School Library  
Red Lodge Carnegie Library  
Roosevelt County Library  
Rosebud Community Library  
Roundup Community Library  
Sheridan Co. Library  
**Sheridan Public Library NO**  
Sidney-Richland Co Library  
**St Ignatius School-Community Library NO**  
**State Law Library of Montana Roberta Gebhardt MT- Hist Proxy**  
Stone Child College Library  
Summit Prep School Library  
Sun River Valley Schools  
**Thompson Falls Schools Lynne Kersten TFPL Proxy**  
Thompson Falls Public Library  
Thompson-Hickman County Library  
Three Forks Community Library  
**Twin Bridges Public Library Carly Delsigne Clancy Proxy**  
**West Yellowstone Public Library Gail Bacon Proxy**  
**West Yellowstone School Library Gail Bacon Proxy**  
Whitehall Community Library  
Whitehall Schools

#### UPDATE on NAC – Gail Bacon

Task Force for public comment on the repurposing of ILL money  
Fish and Wild Life Story kits – Courier pilot will transport the kits more on the process at a later date.

#### UPDATE COURIER PILOT

One time funding of \$160,000.00 for the biennium  
Pays cost of the courier service to the dropsites  
Started in April with six dropsites and as of September twelve dropsites are in place  
1045 items moved in Sept. Total saving in postage to Libraries as of Sept is \$10,000.00. If factor in the cost of packaging for mailing items and the time spent by staff to prepare items for mailing the savings would be greater.  
Medical Logistic Solutions is the company who is providing the courier service during the pilot.

#### BRUCE NEWELL OCLC REPORT (OCLC Board Member)

Started MSC with 17 libraries and now it is 130 Libraries strong!

Bruce thanked the MSC for this project and for the MSC doing such a great job for users.

How can we turn the MSC into a worldwide effort?

What can OCLC do to help Libraries?

#### APPROVAL OF SPRING MEETING IN BILLINGS

Correction to the draft minutes – Debbie Kramer, MLA Executive Secretary pointed out that \$11,500 that pays for Lobbyist is part of the dues individuals pay to MLA.

John York moved the minutes be accepted as corrected. Alice Meister 2<sup>nd</sup> the motion and the motion carried

Ken Adams – introduce new libraries in attendance and those that recently went live in MSC:

- Noxon School Library
- Highline Shared Catalog System
- Petroleum County School-Community Library
- Sheridan County Library
- Glacier Co Library
- Libby School Library
- Sidney-Richland County Library
- Fort Belknap College
- Stone Child College
- Bridger Public Library

#### MSC UPDATE – Ken Adams

Budget - \$98,885.50 is the ILL reimbursement 50/50 split

Nearly all MSC membership bills are paid

SIRSI bills are paid for FY11

Reserve fund - \$18,000.00 from FY10

- \$5000 will go to the Marketing Committee

Oct 13, help is needed at Havre, Chester or Harlem – let Ken know if can help

Parmly Billings is opening a branch at the COT

Missoula will open its fourth branch at Big Sky High School

New production server is ready to go and should be complete by end of December

Will be upgrading Symphony to 3.3.1

- Big improvement in workflows

- New wizard and helpers

- Big enhancement in Cataloging

- e-Library has many enhancements

- Administrative enhancements for Ken and Mike

BookMyne is an additional feature with added cost for the service. Book

Myne would allow users to search the catalog with their iPhone. The

upgrade to 3.3.1 is needed before BM will work. The eLibrary upgrade

comes with many canned themes – you can look at your library on the test

OPAC to see what is available.

## MSC ADMINISTRATION STAFFING AND POSITION RECLASSIFICATION

Cheri Heser worked with Bob Cooper to create the position description to reclassify the position that is now vacant.

Temp position expires in April 2011 – the Exec Committee recommends this position become a permanent position in April. Increase in membership also creates a need for more staff.

Need to combat staff moving on from the MSC positions. Classification of the positions is not accurate as well as the duties of the staff members. Staff brings new libraries into the catalog, train, trouble shoot problems and maintain the catalog. These tasks take the positions from level four to level six.

The money to pay the increase for 2011 is currently available. Fiscal year 2012 estimates have been placed on the web site so everyone can look at the cost estimate for each library. This is not the only solution but the catalog needs personnel in order to keep moving forward.

### **Comments from Membership -**

**State Law Librarian**, Judy Meadows would like to express her dismay that there is a proposal to raise the salary of MSC employees when we not only have budget cuts, but that all of our salaries will be frozen for 4 years.

**Manhattan Library** – not having position is more costly

**Rhonda at Noxon Schools**– a Tech position being paid under \$15 is unheard of  
**Marie Habener** – high cost in all the turn over and not having someone in that position

**Laura Missoula International School** Grown tremendously – positioning for more growth and we need the staff.

**Kathy Robins** a remote candidate may help us find the correct person

**KellyAnne Terry** – temp needs to be made a permanent position

**Holly Harper Whitehall School** – How soon will the position be filled?

When will the State upgrade the position? – Cannot happen until the vote for the money . Go to the state for the upgrade and then hire

**Sami Pierson** when will the position be open – November and April

**Libby Wolfe from PLUK** – small cost to pay for support

**Gale Bacon Belgrade** – May need to have more money for leverage , needs to fit in with what others in the State are paid for an equal job

**Ken Adams** – asked through email % of increase – estimate is 25%

This includes benefits. What improvement to the membership if these hires happen? Benefit is keeping trained, qualified staff

**John York** – what is current and projected salary range: \$12 or 13/hr to \$15 or

\$16

**Trista Smith** – Hamilton/Darby – Are you adding a position- NO

**Cherie Heser** – Clarification

Old job description included data entry and that is not what the job entails.

Reality – data mapping, management and problem solving to create a workable catalog

**Carly** – Clancy: Can the Ex Committee look at the budget and see how to save money so library budgets won't be hit hard

**Dale Alger** – Roundup made the motion to correct the job descriptions and make the positions permanent under the new classification.

**Laura International School** seconded the motion and the motion carried.

#### CIRCULATION POLICY – Bridgett Johnson

Catalog cleanup 531 circ rules down to 160 all libraries have responded

Items still checked out under old rules will change the new rule when checked in

Item types and home locations are the next cleanup

Please look at item types and see if you can consolidate. Bridgett will be emailing reports to you and help you pare things down.

Your library can be customized for item types and home locations on the dropdowns in your libraries profile. The IT and HL that have no items in them have been deleted and you will see them still in Director's Station. Ken will look into SIRSI removing them from DS.

Kathy Robins, Parmly – will deleting IT and HS show in reports – they will still be seen in reports

Suzanne Goodman – What does IT and HL do?

Sarah McHugh explained that IT drives circulation and is tied to your circ rules. Home Location – where the item lives in library and whether the item is holdable or not, shadowed or not shadowed.

Renee – Send out a list for IT and HL

Libby was able to cut their Home Locations to 6 from 70

Carly Clancy – Why are we doing this?

If we decide to change or need to change to a new system this would slow the time to map into a new system.

#### MARKETING COMMITTEE

Lisa Mecklenberg Jackson – Chair of the Marketing Committee

Beth Chestnut, KellyAnne Terry, Donna Worth, DeeAnn Redman, Kari Eliason

\$5000 budget

Begin work on Marketing plan

Alice Meister would like to have something for Legislative day to get in the eyes of Legislators.

## CONTENT MANAGEMENT COMMITTEE (Rename of Cataloging Committee)

Roberta Gebhardt – Circulation, OPAC and Cataloging committee combination  
See web site for more details

### Building the future

Cloud computing solution to streamline routine back office services.

Sarah explained that WMS is not a typical ILS. This is a product to bring libraries together not separate like a typical ILS.

### Q&A

Will WMS replace a traditional ILS – yes in 3-4 years it will be consortia ready but right now it is not.

In consortia you have staff and system Administrators – what would happen if the MSC moved to WMS? The relationship of staff would be different but the support staff is fundamental to large groups.

### Bruce Newell

OCLC is not trying to replace ILS systems but is trying to help libraries connect together to provide services to users at a lower cost.

Elizabeth Jonkel – How do you protect user confidentiality in a cloud – Every library has aspects of the system that is private and then some shared. The library owns the data and OCLC is only storing it. OCLC has a full-time lawyer who is working on confidentiality.

### Alice Meister – What is the cost or the cost formula?

Early Adopter price has been on par with the annual subscription costs. No upfront license fee. Do not need a capital investment. Public libraries pop served, FTE and circulation

Academic - FTE and number of holdings

First year will have an implementation fee for extracting data, normalizing data and sending it to OCLC. If a library can do this then there would not be a data migration fee. Sarah pointed out that the monthly OCLC process to upload records from the MSC now is what information would be needed.

Ken Adams – Question about where information is stored and how safe it is from a major catastrophe. OCLC has everything mirrored in real time and two storage areas in Ohio so both sites are active. Truly 24/7/365 and no longer would have the need to take down one site and copy from the other. This will take place within the next 12 months.

### PUBLIC COMMENT –

Thank you exec and MSC staff

May 5-6 Spring Membership Meeting in Missoula

Adjourn 3:25

Respectfully submitted by Honore Bray