

SDLN Executive Committee Minutes

July 21, 2011

9:00am – 11:00am CT

Members present: Ronelle Thompson, Warren Wilson, Patty Anderson, Nancy Sabbe, Sam Gingerich, Ethelle Bean

Member not present: Dan Siebersma

Also Present: Nina Mentzel and Nichole Golinvaux

Approval of minutes: Ethelle moved to approve, Patty second. **Motion carried.** Minutes will be posted.

Executive Director Report

General Update: Server room remodel is complete and the servers have been moved. Some cleanup is left to do but this should be completed soon. Staff will be moving offices. We are working on filling the vacant position. We conducted phone and in person interviews. Warren will be conducting reference checks in the next week.

Training update: Nina conducted four training sessions in Madison at the beginning of July. Participants from Madison Public, Dakota State and South Dakota State were present. Nina will be conducting a session today at Spearfish Public. Nina is working on updating the wiki with an annotated list of all the custom reports available to members. She has done research on adding different sounds to the client and will be working on adding that to the wiki as well. When the wiki is updated Nina will send a notice to the listserv.

FY11 Budget: Line 1 has a large variance due to members that dropped in FY11 after the budget was approved. For FY12 budget members that dropped in FY11 have been removed from the budget line. UPS costs are more because added servers required an increase in the size of the UPS. Hardware Maintenance is down due to the switch from SUN to HP. Everything else is on track with the budget.

ALEPH Indexing Task Force Update: Committee met last week with ExLibris tech support. Table edits were completed on the test server. Grupo Maya has begun working on the test server to run the re-indexing process. Nina expects an update yet today on their progress. Testing should be completed by the end of the week. The committee will test the results and do any changes that are needed. Work on the production server is planned to start around second week of August in hopes of work being completed before school begins.

Record Deletion Process: A couple of libraries still need to have their records cleaned up—BHSU and the State Library. We anticipate completing deletion this week or early next week. We have received positive comments from member libraries.

SFX/Metalib Update: Started loading the update this week. SFX update was completed on Monday and the Metalib update is moving along. We anticipate the process to be completed next week.

Public Library ILS Investigations: Rapid City Public is heading a group of public libraries looking at new systems. An RFI was sent to several vendors. Some responses have come in.

OCLC Activities: At ALA Anne Moore met with OCLC's Mike Morey and Andrew Pace to talk about our interest in their Webscale Management System and the possibility of SDLN being a pilot consortium site. OCLC representatives may come to Sioux Falls in the fall for further conversations. There was discussion about how best to look at a number of systems simultaneously. At the Advisory Council meeting in the spring it was agreed that we look at several options. Regarding a process that would meet state requirements it was determined that we do not need to an RFI since the players are known to us, but we should have an RFP. Ethelle moved that we get a small group together to begin writing an RFP. Patty second. **Motion carried.** Patty agreed to chair this group. Nancy will help her get it started. They will have something to report at the next EC meeting.

Minitex Update: The contract has been signed and approved by the board office. We are moving forward with that.

FY13 Proposed Budget and membership fees: Budget from last meeting was not changed. There is a 2.5% increase in member fees for FY13. Warren would like everyone to take a month to look at this and then vote on it in August.

SDLA: Advisory Council scheduled for Wednesday, October 5th. ExLibris requested an opportunity to present their ALMA system, a cloud solution. A luncheon for directors has been scheduled for 11:45-12:45 October 5th. SDLN Q&A session has been planned for Wednesday morning on SDLN services. This will be hosted by Nina along with other SDLN staff, in lieu of user group meetings.

EC Election: Position statements have been requested by the nominees. The ballots will be prepared and sent out by the 1st of August with a return date of the second week of September.

ExLibris Maintenance Reduction Proposal: Warren has been visiting with ExLibris on how to reduce our maintenance costs. We were uncomfortable with a 3 year commitment. They came back with 2 year commitment options. Warren recommended option B. He believes that even if we switch to another system, the lead time to switch over is at minimum 18 months and this will still save us money in the long run. Ethelle moved to go with option B. Nancy second. **Motion carried.** As a result of this motion, the FY13 budget will be adjusted.

Colorado Tech: They have moved to a remote membership and removed from the FY13 full member fees schedule.

August 18th meeting confirmed

Meeting adjourned at 10:38am