

**Members present:**

Paula Chapman/Aurora, Debby Bocnuk/Babbitt, Mary Zaitz/Chisholm, Mary Lukkarila/Cloquet, MaryBeth Kafut/Eveleth, Amy Hay/Gilbert, Linda Chappell/Grand Marais, Marcia Anderson/Grand Rapids, Ginny Richmond/Hibbing, Nancy Riesgraf/Hibbing, Diane Adams/International Falls, Linda Wadman/NCLC, Sue Heskin/Two Harbors Public Library, Nancy Maxwell/Virginia; Sharon Kangas/ALS, Mark Koukol/ALS, Rebecca Patton/ALS, Jim Weikum/ALS

President Nancy Maxwell called the meeting to order at 10:05 a.m.

Introductions were made by all present.

Approval of COMPASS minutes for March 18 meeting/**Approved.**

**COMPASS AND COMPUTER RELATED ISSUES****Questions or problems with Horizon functions:**

- The new ITG self-check machine at Cloquet is not yet properly configured for Cloquet's blocks limits.

**Horizon news, updates & upgrades:**

- SirsiDynix has released the Horizon 2009 product plan. They anticipate releasing Horizon 7.5 during the latter half of 2009; its major update is for compatibility with SQL Sybase 15 (SQL 12.5 reaches its end of life 12/31/09). Horizon 7.5 will not allow for a pushed auto-update install; Mark is hoping to be able to post a downloadable install file to the ALS web site when 7.5 is released. Horizon 7.5 will also require the new Java 1.6 update; this can be installed at any point from [www.java.com](http://www.java.com). SirsiDynix is also planning an upgrade to HIP 3.20; this will be a performance upgrade. A SIP2 upgrade will also be coming out. SirsiDynix will also release Enterprise, a new search tool; since ALS is anticipating changing to a different ILS, it is unlikely we will use Enterprise. A new release of NCIP is also coming out, but its cost is prohibitive. (Several regional directors in Minnesota, Jim W. among them, are looking into the possibility of a group purchase.) These developments will be the end of the line for Horizon.

**Item-less bibliographic records: continuation of February and discussions:**

- Mark has deleted a small test batch of itemless bibs; no problems were reported. A couple thousand of the approximately 31,000 itemless bibs are from the 2-3 day window when records were migrated from CARL to Horizon. Those present informally agreed that Mark could delete the itemless bibs from that time window; Mark will report on the results when he has done so.
- There was also some discussion of doing another purge of expired patron records. (NOTE: only records without fines are deleted; an exceptions report is given to each library of their expired patron records that have fines and that were unable to be batch-deleted.) It was decided to delete patron records that have been expired and inactive for 2 years. There was some discussion about the possibility of libraries communicating with each other about which of their fine amounts may be waived so that expired, inactive patron records with low fines may be cleaned up.

**ILL issues, including but not limited to: canceling Holds, long delays at filling Pull List requests, extending Due Dates on videos, and canceling other libraries' fines.**

- There was some discussion of why holds get cancelled or go unfilled. If a hold is not filled after 24 hours, Horizon should bump the request to a different location, unless there are no other holdings or lenders for that bib record. Unfilled requests should be clicked as “Keep Item” to bump the request to another location. (Clicking “list pulled” commits you to filling all requests on the list.) If you see cases where this is not happening, give Mark details. If your library is the only owner, or lender, of an item, the request will keep re-appearing on your list until you change its item status to “missing” or “trace.” It was further noted that items coming from schools or Hibbing churches will take longer to arrive.
- Linda C. asked how other libraries feel about libraries giving patrons extended due dates if the loaning library’s loan period is shorter than the patron’s home library’s loan period. Concern was expressed that this would be unfair to the loaning library’s patrons and further noted that if items, particularly movies, are sent out on Interlibrary Loan, they are already gone for longer than the usual loan period.
- Linda C. asked how libraries felt about borrowing libraries waiving loaning library’s fines due to extenuating circumstances (family death or illness). Most present felt that other libraries could use their discretion in such cases.
- There was some discussion of how MnLINK requests for new/high demand items are handled. ALS will not fill MnLINK requests for ALS patrons if the title was published in the past 3 months. Nancy will often turn down MnLINK requests for ALS-owned titles that are recent publications. (Libraries also have the option to “keep item” if they don’t wish to send a new or high-demand title outside of the system.)
- There was some discussion about whether any libraries had a specific budget line item for making on-demand purchases of recently published titles their patrons request. Most present try to respond to patron requests for recently released titles out of the general materials budget.
- There was some discussion of problems with DVD’s not playing. Most present said that it depends on the machine quality; brand new or very old machines are often more finicky about disc quality.

### **ILS replacement process: update:**

- There was some discussion on coming up with a region-wide fine policy. Several present preferred their own policy, and it was noted that such a policy, while it would be especially helpful to patrons who frequently borrow materials from many libraries, would be optional. The median fine for books is \$.10/day; the movie fines are fairly equally divided between \$1 and \$2/day. Libraries also have differences in their grace periods. This idea will continue to be discussed.
- Some libraries noted that they charge a small check-out fee (from \$.25 to \$.50) to patrons who do not bring their library card when checking out materials.
- ALS is continuing to look for a consultant to guide the group through the selection of a new ILS. The consultant with whom ALS worked previously is no longer accepting clients. If you have any suggestions, contact Jim W.

### **The “Final” update on installation of “uninterruptible power supply” (UPS) unit at ALS?**

- The UPS unit for the other half of the ALS server will be replaced, hopefully before the next COMPASS meeting.
- A new iPrism unit has been installed; it is a newer and faster model that allows for more simultaneous users. CP Internet Libraries will continue to go through the mirror iPrism unit in Duluth. The hardware problems with this unit have been resolved.

### **Staff reports: None**

**Other:** There was a brief problem with OCLC records not properly importing into the system; Mark believes this has been solved.

## **LIBRARY ISSUES**

**Delivery: ALS and NEMIDS:** tabled (Shari F. was out ill)

**What's happening at your library? Budget issues, LGA cuts, etc.:**

- No news at this time.

**New "State Plan for Libraries"**

- The deadline for comments is May 15; you may sign onto the wiki and create a password to leave comments.
- Concern was expressed that although the state plan for libraries does not say so, legislators were verbally told that ALS does not directly serve patrons. ALS provides direct patron services through the Bookmobile and the Mail-a-Book program.

**Update: additional licensed databases:**

- ALS is having challenging internal discussions following concerns expressed at the last COMPASS meeting by libraries who do not believe, given the current budget climate, that they will be able to continue to pay for the current databases (Reference USA and Biography Resource Center). ALS is wondering if it would be more useful to pay for a new database or to assume full responsibility for the two databases for which member libraries currently help pay. Some concern was expressed that Reference USA information is not all up to date. ALS will put together usage statistics to bring to COMPASS for a vote on which databases to keep/add/drop.
- It was agreed that for whichever databases are available, advertising is critical.

**Staff reports: Rebecca Patton**

- State Library Services is looking into the possibility of doing online rather than in-person training workshops. Rebecca inquired if libraries would find this useful. Those present wondered if such workshops would be archived for viewing at any time or if they would only be available only at a scheduled time. Those present thought that the usefulness of such a format would depend on the topic and availability of archived workshops. A pro would be reduced travel costs; a con would be the lack of in-person interaction.
- Rebecca also asked about doing patron training in webinar format. Those present thought that lengthy workshops would not be useful or of interest to their patrons; short video training clips posted to the web site could, however, be useful.

**NCLC:**

- Linda encouraged everyone to give input on the State Plan for Libraries. The Advisory Council would like to have a document stating what libraries want from the state library services, and what the state library services has the authority to do.

**Other:**

- Several officers were unable to make the May COMPASS meeting date. The meeting date was moved to June 3.

- There was some discussion of the starting time of COMPASS meetings. **Effective in August, COMPASS meetings will start at 10:30 a.m.**
- Grand Marais Public Library is finishing up a new “Quiet Reading Room” in response to a recent patron survey. They are closing off a small area of the library with 42” walls and then glass up to the ceiling; they will put comfortable chairs and their periodicals and newspapers in this area.
- Cloquet Public Library is hosting Cloquet’s May Chamber After Hours meeting. Cloquet Public Library’s Foundation has taken out and pays for a Chamber of Commerce membership for the Library (by statute, the library cannot pay Chamber membership dues). Mary noted that the Library membership has noticeably increased the library’s presence in the business community; Ginny R. concurred with this observation.
- Mary Z. offered donated books on tape and books on CD to interested libraries.
- Debby B. offered a box of donated Hindi music to interested libraries.
- Linda C. offered empty book on tape cases to interested libraries.

Meeting adjourned at 12:13 p.m.

**Next meeting date: CHANGED TO:** June 3, 10:00

**The next COMPASS meeting will be in August; in August, the starting time will change to 10:30 a.m.**

Respectfully submitted,  
Paula Chapman, Secretary