

**Members present:**

Paula Chapman/Aurora, Debby Bocnuk/Babbitt, Tweety Larson/Baudette, Mary Zaitz/Chisholm, Mary Lukkarila/Cloquet, Amy Hay/Gilbert, Linda Chappell/Grand Marais, Marcia Anderson/Grand Rapids, Ginny Richmond/Hibbing, Nancy Riesgraf/Hibbing, Sue Sowers/Hoyt Lakes, Diane Adams/International Falls, Linda Wadman/NCLC, Julie Billings/Silver Bay, Nancy Maxwell/Virginia; Shari Fisher/ALS, Mark Koukol/ALS, Rebecca Patton/ALS, Jim Weikum/ALS

President Nancy Maxwell called the meeting to order at 10:07 a.m.

Introductions were made by all present.

M/S to approve minutes of August 27 and September 24 meetings/**Motion passed.**

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

- Mountain Iron has recently experienced a power outage; it took a while to restore the Sun Server after the most recent outage. ALS will look into what the cost and effect would be of getting a generator.

**Horizon news, updates & upgrades (another one is planned!):**

- Horizon 7.4.2 is now available; Mark would like to wait a month or so to see what the experience is of others who install the upgrade before proceeding. Mark has not seen any indication that 7.4.2 has NCIP (an interface that allows other databases to search our database; MnLINK uses it).
- An old virus has resurfaced and is making the rounds. Although it appears to have a .doc extension, the .doc is followed by a series of blank spaces and then the .exe extension. Because of the spacing, Norton does not catch it or protect against it. Mark noted that ClamWin, an open source antivirus program, did catch and delete the virus. ClamWin, which is free, is licensed for both home and business use, but must be run manually. Mark reminded everyone that if an email looks suspicious, do not open it and do not click on its attachments. Legitimate emails coming from ALS will not have all or part of the recipient's email address/name in the subject line.

**ILS replacement process:**

- The Bib Maintenance/Serials/Acquisition committee, the Reports Committee, and the Circulation Committee will all meet after today's COMPASS meeting; the PAC committee will meet on 10/24.

**Staff reports: Mark Koukol**

- Once the faulty card was replaced, the new IPAC server has been running fine.
- NeNET is sending MediaCom out to some libraries to get information on the feasibility and costs of installing fiber Internet connections. Information gathered will be shared with ALS for future consideration at the next e-rate time. Fiber was installed in Two Harbors as a test case. The installation and start-up was a glitchy process, but the speed is noticeably and significantly faster.

**Staff reports: Jim Weikum**

- ALS has contracted with Roman Panchyshyn, of OHIONET, to evaluate ALS's Technical Services department operations. ALS is expecting results/recommendations by the end of November. The Technology Assessment has been tabled until a reasonable quote can be obtained; assessment of ALS Technology and Delivery operations will be incorporated into the 2009 budget. Jim Weikum and Shari Fisher did visit and look at delivery services at 3 other sites.

**Other: None**

**LIBRARY ISSUES****ASCOLD representative to ALS Budget Committee:**

- The bylaws call for 2 ASCOLD (Arrowhead System Council of Library Directors) representatives to the ALS budget committee; the 2 representatives are selected by COMPASS members. Since Janet Coy's retirement, there is a vacancy. Meetings are usually held once, sometimes twice a year, and last the better part of a day. President Nancy Maxwell called for nominations; Ginny Richmond/Hibbing expressed willingness to serve and was nominated by Marcia Anderson. Hearing no further nominations, a vote was called. Ginny Richmond was unanimously chosen to serve as the second ASCOLD representative to the ALS budget committee. (Mary Lukkarila/Cloquet is the 2<sup>nd</sup> representative.)

**Staff reports: Mark Koukol**

- Mark is working on putting Koha on a test platform at ALS so that COMPASS members can explore it on a quicker platform. Koha is free, but it is complicated to install; Mark is using user documentation for the test install.

**Staff reports: Rebecca Patton**

- Rebecca inquired who would be interested in a workshop on marketing the library, what they would like covered, and when would be the best time. Those interested said that next year would be better than this year.

**Staff reports: Shari Fisher**

- ALS has some framed art available to member libraries for their book sales. (Linda Chappell/Grand Marais noted that their library applied for and received the "Picturing America" grant; those prints, all of artwork by American artists, are beautiful! Linda might be willing to loan prints to other libraries for display; she will check if the terms of the grant would allow this.)
- Please let Shari know promptly of any problems/issues with delivery services. The recent set of bookmarks distributed to libraries by NEMIDS is more applicable to academic than public libraries. Please continue to use the green NEMIDS slips for NEMIDS delivery service.

**Staff reports: Jim Weikum**

- Jim Weikum is headed to the Regional Library Systems Directors meeting and will be out of the office until Monday.

## **NCLC:**

- Scholarship funds are available for library staff to attend MLA; let Linda Wadman know if you are interested and would like the application forms. Recipients must submit a written report of their MLA experience to be shared with others. Marcia Anderson is putting together an MLA presentation on “To Big Read or Not to Big Read” (regarding the NEA grants for the Big Read program). The regional library systems and multitypes will also be sponsoring MLA programs.
- More Things on a Stick will start January 20; let Linda Wadman know any suggestions you would like the committee to consider including.

## **Other:**

- It was requested that ALS put together a who-does-what list so member libraries know who to call with specific questions. ALS will put together a list, but noted that if the person on the list is unavailable, the receptionist will always look for someone else at ALS to immediately assist with the question/problem.
  - If there are Horizon cataloging questions, start with Jan Simmons with Mark as a back up.
  - If there are non-cataloging Horizon questions, start with Mark.
  - If there are Internet problems, start with Robert with Mark as a back up.
  - If there are problems/needs with ALS email access, start with Robert with Mark as a back up.
  - If there are questions about policies, programs, annual reports, or professional development, start with Rebecca.
- Book Sales: Hibbing Public Library’s sale went well. Grand Marais holds their book sales in conjunction with other local events. Mary Lukkarila/Cloquet sends some items to Better World Books; ISBN searches indicate whether or not they will accept and pay for titles. Aurora Public Library’s sale will be held Oct. 23-25 & 27.
- Marcia Anderson/Grand Rapids inquired if anyone had tried out the new Gale resources available through Minitex. Hibbing Public Library added a link on their database. Marcia and Rebecca Patton have both inquired about them but neither has received a response. ALS will follow up and let everyone know when they are available on the ALS web site.
- Cloquet Public Library is getting a new Circulation Desk and will be closed for a couple days of installation in November.

Meeting adjourned at 11:13 a.m.

**Next meeting date: Wednesday, December 3, 2008**

Respectfully submitted,  
Paula Chapman, Secretary