

Upper Peninsula Region of Library Cooperation, Inc.
Automated Library Services 2019 (Symphony Users)
Minutes of the Meeting of May 9, 2019

CALL TO ORDER: A meeting of the ALS 2019 (Symphony Users) group was held at the Superiorland Library Cooperative in Marquette and via Zoom audio/video conferencing service. Since the Chair, Bruce MacDonald, was unable to attend the meeting, ALS System Administrator Lissa Potter called the meeting to order at 10:31 a.m. eastern.

Attending: Shawn Andary, Lissa Potter, Jeremy Morelock, and Pamela Malmsten (Superiorland Library Cooperative); Megan Buck (Dickinson County Library), Pam Flood (Superior District Library – Bayliss) and Megan Stefanski (Superior District Library – Detour School/Public Library); Amanda Winnicki (Menominee County Library); Margaret Boyle (Peter White Public Library); Cheryl Hoffman (Spies Public Library; Lisa Cromell (Munising School Public Library); and Dillon Geshel (Portage Lake District Library)

APPROVAL OF THE AGENDA. The agenda was approved as presented on a motion by Lisa Cromell, seconded by Pam Flood.

APPROVAL OF THE MINUTES OF February 14, 2019: The minutes of February 14, 2019 were unanimously approved as presented on a motion by Amanda Winnicki, seconded by Pam Flood.

FINANCIAL REPORT: Pam Malmsten presented the Financial Report.

February, March, and April 2019 Cash Disbursements:

February: The \$1,890 payment (account 4-801) to Anderson Tackman and Company was a progress payment for UPRLC's FY 2018 audit and 990. There was also a progress billing to Anderson Tackman on behalf of NMLN (\$760). Under NMLN expenses, the payment of \$558 to United States Liability Insurance Company was for Officers and Directors insurance. **March:** Disbursements include the final audit/990 payment to Anderson, Tackman, and Company; the total cost of the audit/990 was \$3,300 for ALS and \$1,300 for NMLN. Account 4-945 includes COSUGI conference registration (\$900) for Lissa Potter and Amanda Winnicki and part of the cost of the airline tickets to Minneapolis (\$942.38). Payment of \$67,665.84 to SirsiDynix (account 4-930) was for the second six-month maintenance invoice. The rebilled accounts (\$7,317.52) were for the second six months of Datastream and DebtCollect. **April:** Account 4-945 includes the balance of the costs for the COSUGI conference including airfare (\$790.40) and lodging (\$516.59). The Merit Internet Consortium invoice was received in April: \$28,667.90 of the total invoice amount of \$29,076.08 was rebilled to other consortium members.

Total disbursements: February: \$14,276.99; March: \$90,760.25; and April: \$47,869.86.

Pam Flood **moved that cash disbursements of \$14,276.99 for February 2019, \$90,760.25 for March 2019, and \$47,869.86 for April 2019 be approved.** The motion was seconded by Megan Buck, unanimously approved, and carried.

Year to Date Expenses/Revenues Report as of 04/30/2019:

Revenues: ALS operating fees have been billed through 06/30/2019.

Expenses: Year to date expenses are as expected, with all items, except maintenance, under the 7/12 budget line item figures. The maintenance line item is higher because SirsiDynix maintenance has been paid in full through 9/30/2019.

Total ALS/NMLN year to date revenues as of 4/30/2019: \$301,678

Total year to date expenses as of 4/30/2019: \$282,926

Amanda Winnicki **moved that the year to date reports as of 04/30/2019** [with total ALS/NMLN revenues of \$301,678 and total ALS/NMLN expenses of \$282,926] **be approved as presented.** The motion was seconded by Pam Flood, unanimously approved, and carried.

COMMITTEE AND OTHER REPORTS:

UPRLC Annual Meeting Committee Update: Shawn Andary, the Chair of the UPRLC Annual Meeting Committee, reported. The Annual Meeting will be held on September 18 and 19, 2019 at the Peter White Public Library. The slogan for this year's conference is "Adapt, Evolve, Lead".

Shawn has created an online vendor/sponsor registration form that includes a PayPal payment option. Several vendor and sponsor registrations and payments have already been received. The online registration and payment option will also be available for conference registrations.

Keynote speakers and breakout session presenters have been identified. Michelle Bradley from MCLS will be the keynote speaker on September 18; the topic of her presentation will "Appreciative Inquiry". The September 18 schedule will also include a presentation on handling stress by Joe Bouchard, the director of the Keweenaw Bay Ojibwa Community Library, and a "Two Books Two Communities" book discussion hosted by Lisa Cromell (Munising School Public Library) and Anne Donohue (Peter White Public Library). "Two Books Two Communities", a spin-off of the "One Community One Book" program, encourages everyone in Marquette and Alger counties to read the same two books; selected books are "Harborless" by Cindy Hunter Morgan and "The Living Great Lakes" by Jerry Dennis.

On September 19, the keynote speakers will be Megan Buck, director of the Dickinson County Library, and Lisa Waskin, director of the Superior District Library. Lisa and Megan's presentation, "Do You Mind? Etiquette for Library and Life" will cover workplace etiquette.

COSUGI Report: Lissa Potter and Amanda Winnicki attended this year's COSUGI Conference from March 25 – March 27, 2019 in Minneapolis. Both wrote detailed reports on the conference and the sessions they attended; the reports were sent out to the ALSDYNIX e-mail list.

Lissa highlighted some of the items discussed in her report. She attended a session on Authority Control which was about adding authority records to Enterprise and making them searchable in order to get "see" and "see also" references and to provide a pseudo-browse search. Harvest Unleashed, a \$2,500 one-time customization

of Enterprise, would display “see” and “see also” references. Since the Library of Congress frequently uses academic terms, the “see” references would help patrons find the materials they need. Lissa also attended a BLUEcloud Circulation session; she noted that, while BLUEcloud circulation is not quite ready to replace Workflows, a number of features have been added and it’s time to take a closer look at the product.

Amanda Winnicki said she was impressed with the conference keynote speaker-- Eric Miller from the Library.Link Network. Library.Link is an excellent organization that can help with capital campaigns, fund raisers, millage campaigns, etc.

OLD BUSINESS:

SirsiDynix Contract Update: Shawn reported that a 5-year (April 1, 2019 – March 31, 2024) shared ILS long term agreement (LTA) between UPRLC and SirsiDynix has been finalized and all of the negotiated terms were included. The new contract includes Syndetics Unbound, a new, upgraded product that will replace UPRLC’s current enhanced content subscription.

Shawn added that she hopes members of the Negotiation Committee would be willing to start looking at ILS options that should be considered for the next contract renewal period. Shawn said that she anticipates that this process would begin sometime within the next year.

NEW BUSINESS:

Joint Meeting of UPRLC and SLC Boards: A joint meeting of the SLC (Superiorland Library Cooperative) and UPRLC Boards is scheduled for May 17, 2019. SLC’s regular Board meeting will run from 10 a.m. – 12 noon eastern and the joint SLC/UPRLC Board meeting is scheduled for 1:00 p.m. – 3:00 p.m. eastern. The meetings will be held at the Peter White Public Library (Shiras Room) and lunch will be provided. Shawn encouraged everyone to attend the meeting in-person if possible. .

Syndetics Unbound and SMS Trial: Lissa Potter reported that she is working with SirsiDynix on setting up Syndetics Unbound, new, upgraded product that will replace UPRLC’s current enhanced content subscription. Shawn added that the product will be set up in a local account first and then ALS members can decide as a group what features they want turned on. Peter White Public Library has been participating in a SMS text messaging trial. SMS allows text messages to be sent to patrons’ mobile phones, rather than through automated calls using PhoneTree. Lissa said message templates have been set up. Margaret Boyle said PWPL staff members have been very pleased with the product and they think patrons will like it too.

Special Interest Listservs: Shawn Andary reported that SLC/UPRLC staff have set up some special interest e-mail lists for groups of people who want to share ideas and information on specific topics that would not necessarily be of interest to the UPRLC Listserv as a whole. The only requirement for joining a list is to have a current paid UPRLC membership (or be affiliated with a UPRLC member library). Available UPRLC Lists are currently:

- ACADLIB – Academic Library Listserv
- ALSDYNIX – UPRLC Shared Automation Listserv
- K12LIB – K-12 Library Listserv
- PUBSCHLLIB – School Public Library Listserv

UPRLC – U.P. Region of Library Cooperation General Listserv

Shawn said she would be sending out an email with information on how to sign up for one or more group lists.

UPRLC Mentoring Program: Megan Buck, Amanda Winnicki, and Marc Boucher have formed a committee that has been working on a new UPRLC mentoring program. The acronym of the new program is “UPRLC”: “Unexpected Partnerships: Refreshing, Leading, Celebrating”. The committee has developed a timeline for implementation and a draft application; Megan said the application is almost ready to be distributed. The goal of the program is to encourage connections between library staff throughout the Upper Peninsula and northern Lower Peninsula. Each applicant will be matched with another library staff member. The program will provide the framework for establishing and facilitating the sharing of ideas and professional knowledge, as well as providing support and opportunities for collaboration. New one-year partnerships will be announced at the UPRLC Annual Conference in September.

NEXT MEETING: The next ALS meeting was scheduled for Thursday, August 8, 2019 at 10:30 a.m. eastern.

ADJOURNMENT: There being no further business, Lissa declared the meeting adjourned at 11:35 a.m. eastern.

Respectfully submitted,

Pamela Malmsten, Recorder