

Upper Peninsula Region of Library Cooperation, Inc.
Automated Library Services 2020 (Symphony Users)
Minutes of the Meeting of November 13, 2019

CALL TO ORDER: A meeting of the ALS 2020 (Symphony Users) group was held at the Superiorland Library Cooperative in Marquette and via Zoom audio/video conferencing service. Lissa Potter called the meeting to order at 10:33 a.m. eastern.

Attending: Margaret Boyle and Ellen Moore (Peter White Public Library), Shawn Andary, Lissa Potter, Jeremy Morelock, and Pamela Malmsten (Superiorland Library Cooperative); Jessica Holman (Negaunee Public Library); Megan Buck (Dickinson County Library), Amanda Winnicki (Menominee County Library), Lisa Cromell (Munising School/Public Library); and Pam Flood (Bayliss Public Library).

APPROVAL OF THE AGENDA. The agenda was approved as presented on a motion by Megan Buck, seconded by Jessica Holman, unanimously approved and carried.

APPROVAL OF THE MINUTES OF August 8 2019: The minutes of August 8, 2019 were unanimously approved as presented on a motion by Megan Buck, seconded by Jessica Holman, unanimously approved and carried.

FINANCIAL REPORT: Pam Malmsten presented the Financial Report.

Approval of the August, September, and October 2019 Cash Disbursements:

August: There were no unusual expenses in August

September: The \$827.31 payment (rebilled account number 5-730) to Metcom was for barcodes; Metcom is UPRLC's new barcode vendor. Under accounts payable, the 693.45 Delta Airlines credit card expense was for airfare for Lissa Potter to attend the Consortia SIG conference in Cleveland, Ohio.

October: All of the September Accounts payable expenses were paid in October. October disbursements also included UPRLC's semi-annual ILS maintenance payment (\$67,440.60). Another \$1,142.37 was for optional products that were rebilled to libraries. Also under rebilled expenses, the payment of \$1,142.37 to Lucas Holdings was for patron cards.

Megan Buck moved that cash disbursements of \$11,352.05 for August 2019, \$19,013.96 for September 2019, and \$82,831.91 for October 2019 be approved. The motion was seconded by Lisa Cromell, unanimously approved, and carried.

Year to Date Report as of 09/30/2019:

Revenues: ALS/NMLN revenues as of 9/30/2019 totaled \$314,127.95.

Expenses: ALS/NMLN expenses as of 9/30/2019 totaled \$295,275.53.

Budgeted ALS/NMLN net income as of 9/30/2019 was \$8,849; actual net income was \$18,852.42.

Jessica Holman moved that the year to date reports as of 09/30/2019 [with total ALS/NMLN revenues of \$314,127.95 and total ALS/NMLN expenses of \$295,275.53] **be approved as presented.** The motion was seconded by Ellen Moore, unanimously approved, and carried.

Year to Date Report as of 10/31/2019:

Revenues: The first quarter FY2020 ALS operating fees have been billed (account 4-606); also included are fees for a few member libraries that choose to pay their fees for the entire fiscal year. Operating fee revenues as of 10/31/2019 totaled \$108,876.

Expenses: October operating disbursements included the first six-month payment to SirsiDynix for ILS maintenance (\$67,441).

Megan Buck moved that the year to date reports as of 10/31/2019 [with total ALS/NMLN revenues of \$125,467 and total ALS/NMLN expenses of \$92,323] **be approved as presented.** The motion was seconded by Pam Flood, unanimously approved, and carried.

COMMITTEE AND OTHER REPORTS:

UPRLC Annual Conference Update: Shawn Andary, the Chair of the UPRLC Annual Conference Committee, reported. The 2019 UPRLC Conference Planning Committee reviewed the evaluations and they were very positive. A survey has been sent out to determine the location of the UPRLC 2020 Conference, and staff are encouraged to join in the planning for next year. Pam Malmsten reported that Conference revenues were about \$1,500, and Megan Buck stated that the Unexpected Partnership Program is off to a great start with 24 participants.

Consortia SIG: Lissa Potter, ALS System Administrator, reported that she attended the Consortia SIG Meeting in Cleveland this year. The meeting allowed representatives from Consortia all over the US and Canada to meet with SirsiDynix representatives. Many of those attending expressed frustration with the slow pace of the BlueCloud product development and indicated that they are waiting to implement them instead of using them as a supplemental product to WorkFlows.

OLD BUSINESS:

Syndetics Unbound: Shawn and Lissa reported that the Unbound Content has been made available to all libraries in Enterprise at this time. ALS Staff opted NOT to enable the option for patron reviews at this time, but that could be enabled at a later date. We will likely look towards customizing the content more after we've had a chance to use it. New content includes series information, read alike, a shelf browse option, and more.

SMS Update: Lissa reported that she is waiting on some reports from SirsiDynix in order to get an idea of how much the SMS product is being used. Ellen Moore and Margaret Boyle indicated that Peter White wants to continue using the product and that

patrons seem to like it. SMS will be offered as an option to other ALS members before the end of the year.

Upgrade to Symphony 3.6.1: Lissa reported that she is working to coordinate an upgrade for our test server to Symphony 3.6.1

NEW BUSINESS:

ILS Committee Purpose: Lissa will be sending out a call for ILS Committee members. This committee will investigate other systems and determine what the most important needs are for ALS members in an automated system.

NEXT MEETING: The next ALS meeting was scheduled for Thursday, February 13 at 10:30 a.m. eastern.

ADJOURNMENT: There being no further business, the Chair declared the meeting adjourned at 11:38 a.m. eastern.

Respectfully submitted,

Shawn Andary, recorder