

**Upper Peninsula Region of Library Cooperation, Inc.
Automated Library Services 2022 (Symphony Users)
Minutes of the Meeting of 18 May, 2022**

Call to Order: Bruce MacDonald, chair, called the meeting to order at 11:02 EDT.

Attending: Jessica Holman (Negaunee Public Library), Bruce MacDonald (PWPL), Dillon Geshel (SLC), Shawn Andary (SLC), Jeremy Morelock (SLC), Megan Buck (DCL), Lissa Potter (SLC), Pam Malmsten (SLC), Amanda Winnicki (Menominee County), Blair Nelson (Spies), Monique Ciofu (Escanaba), Ellen Moore (PWPL).

Approval of the Agenda

Pam suggested adding reports from the Annual Conference Committee and from COSUGI attendees.

Unanimously approved on a motion by Monique Ciofu, seconded by Dillon Geshel.

Approval of the Minutes from 12 Jan. 2022

Unanimously approved on a motion by Monique Ciofu, seconded by Dillon Geshel.

Financial Report (Pam)

There was nothing unusual in the cash disbursements for January and February. March had the cyber insurance for one year (payment to VAST). NEC-VOIP is the VOIP company and this was pro-rated for March. In April, the quarterly Sirsi bill was paid, which takes us through 30 Sept., 2022.

On the Year to Date report, Pam will have to adjust the insurance line to add cyber insurance.

Gordon is setting up GSuite, which is needed to manage filters on Chromebooks.

The financials were unanimously approved on a motion by Jessica Holman, seconded by Ellen Moore.

Committee Reports

ILS Survey Crew (Shawn)

The committee met once to talk about sample RFPs and the notes from our last RFP in 2004. Shawn is working on a draft RFP and creating functional requirements spreadsheets for folks to comment on and to rank. The committee will be meeting tomorrow (19 May, 2022).

UPRLC website committee (Pam)

The committee developed an outline of the new WordPress site, cleaning up and updating information from the old site. Nathan has the outline, he'll come up with a price proposal. They pretty much had to start from scratch, since the old website was so outdated.

Libraries with Joomla websites should move to Ploud or to WordPress so Gordon can get rid of another local server.

Annual Conference Committee (Dillon)

We will have a one day conference on Friday, 30 September with a pre-conference social event the evening before at NMU, hosted by Leslie Warren. There will be 14 breakout sessions and two keynote speakers, Clare Membiela on the First Amendment and Kristen Fontichiaro, a University of Michigan Library Science instructor.

Border Grill will be catering the lunch. The Thursday night Ramada discount rate is \$99.

There is a need to solidify the awards committee. There is no vendor hall this year, but there are sponsorships.

COSUGI (Lissa)

There was one other UPRLC attendee. The most important new items are that Sirsi is starting to work on an Enterprise replacement and that Blue Cloud still isn't ready for consortial use (although it is getting closer). Bruce asked Lissa to send her COSUGI notes to the ALS list.

Old Business

Teletask (Lissa)

There are file transfer issues that will be solved on our side. All of the hold, overdue, courtesy and bill reports were rescripted, cleaned up and consolidated. This will make scheduling and maintenance much easier in the future. It will also make it much easier to add libraries to phone notifications.

UPRLC – SLC Management Contract (Dillon)

The main changes were in section 3, to add 24/7 availability, section 5 assumed staff were in the building, section 8 required insurance for on site equipment and there simply isn't much anymore, section 9 was added to stress patron privacy and section 17 changed auto-renewal to renewing every three years.

Pam commented that language on Superiorland being the central site for servers is no longer valid. The only server remaining on site is the Phone Tree server, which is going away.

Dillon requested the approval of ALS, although it isn't necessary for ALS to sign off on the management contract. There was unanimous approval on a motion by Megan, seconded by Monique.

New Business

No new business.

Bruce asked if anyone had anything to bring to the group. Shawn is working on recreating our listservs on Office365. It no longer makes sense to have a list called alsdynix since we haven't been a Dynix site in a very long time. It will simply be named "als."

Bruce asked if the list will be open to staff without Office365 e-mail addresses. Shawn said it will.

Blair asked why Enterprise stats weren't collected anymore. Shawn said she would follow through with this. (She did, and Enterprise stats are collected and sent out monthly.)

Next meeting date – 24 August, 10 CDT, 11 EDT

Adjournment

The meeting was adjourned at 11:58 EDT on a motion by Monique seconded by Jessica.