CCLINC Steering Committee
Meeting
Conference Call
Wednesday, June 16, 2004

Special thanks to Linda Kressal for taking the minutes!

Facilitator: Libby Stone, Chair

Attendees:

☑	Monique Mitchell	District I Representative
☑	Linda Leighty	District II Representative.
☑	Ernest Avery	District III Representative
☑	Renee Watson Dusenbury	District IV Representative
☑	Dr. Harry Cooke	District V Representative
	Charles Wiggins	District VI Representative
	Vacant	Acquisitions Subcommittee Chair
☑	Sharon Day-Lowe	Cataloging Subcommittee Chair
☑	Stephanie Carter	Lending Services Subcommittee Chair
☑	Peter Kracunas	Media Booking Subcommittee Chair
☑	Linda Kressal	Serials Subcommittee Chair
	Dr. Bill Randall	Learning Technology Services & IIPS Representative
☑	John Wood	CCLINC/Sirsi System Administrator
☑	Ruth Bryan	Coordinator of Learning Services Technologies
	Vacant	Coordinator of Learning Services

Libby Stone called the meeting to order at 2:06 and greeted members.

OLD BUSINESS

♦Old Business: CCLINC User's Group Meeting

DISCUSSION: Libby Stone submitted a draft of the agenda for the User's Group meeting and discussed agenda items. Subcommittee chairpersons were asked to submit annual reports highlighting activity and decisions. The membership will be asked to elect a new Steering Committee Chair from the current Steering Committee.

CONCLUSION: Agenda was accepted.

ACTION: Stone will conduct the User's Group meeting.

♦**Old Business: Ad hoc Reports Committee**

DISCUSSION: Libby Stone reported that the Ad-hoc Reports Committee met via conference call on October 1, 2003. Ruth Bryan, Linda Leighty, Charles Wiggins, Martha Robinson, Libby Stone and Renee Dusenbury were in attendance. The committee developed a survey to be sent out to the Report Runners at CCLINC colleges.

ACTION: Libby Stone will send out the survey in the next few days. The results will be discussed at the Users' Group meeting at LRA.

♦**Old Business: Upgrade to Unicorn 2003**

DISCUSSION: An upgraded version of Unicorn will be put on the Test server in June. Members are requested to examine the upgraded version.

CONCLUSION: Anticipated changes appear to be useful.

ACTION: Subcommittees are requested to examine pertinent modules and report to the Steering Committee any significant changes.

<center>**NEW BUSINESS**</center>

♦**New Business: Overdue Item Notification**

DISCUSSION: Stone presented a request from a member library to have SIRSI configured so that it notifies staff if a returned item is overdue. John Wood says it is easy to change the system to do this, but since it is a global setting it is a matter for the Steering Committee to vote on.

CONCLUSION: **Potential ramifications of ANY global changes must be carefully investigated.**

ACTION: Lending Services Subcommittee will be asked to examine the possibility of a global change to configure SIRSI to inform individual library staff when an 'overdue' item is returned to the individual library.

♦**Next Meeting:** Steering Committee members in attendance at the LRA conference will meet informally in the lobby of the Civic Center on July 14, 2004 before the User's Group meeting.

Libby Stone adjourned the meeting at 2:45pm

♦Minutes Submitted by Linda Kressal

SUB COMMITTEE UPDATES:

♦ **Acquisitions Subcommittee Update** – NO Chair

♦ **Cataloging Subcommittee Update** –Cataloguing jam sessions will start soon.

♦ **Lending Services Subcommittee Update** – NO UPDATE

♦ **Media Booking Subcommittee Update** – NO UPDATE

♦ **Serials Subcommittee Update** – Serials Subcommittee is compiling results of a brief questionnaire sent to member libraries regarding interest in an Advanced Serial Workshop.