

January 19, 2021 CCLINC Steering Committee Meeting—Minutes

Time: 2:00pm

CTO – 2:05PM

Attendees

Joel Ferdon (Stanly CC) Steering Committee Chair

Staci Wilson (Catawba Valley CC) Vice-Chair

Libby Stone (Gaston College) Past Chair

B.J. Thompson (Central Carolina CC) Cataloging/Serials Subcommittee Chair

Lisa Dees (Wake Tech CC) Lending Services Subcommittee Chair

Paula Hopper (Beaufort CCC) Reference/Instruction Subcommittee Chair 2019-2020

Jennifer Mincey (Wake Tech CC) – Reports Subcommittee Chair

Charles Wiggins (Isothermal CC)—Training Subcommittee Chair

Todd Nuckolls (Wake Tech) District 1 Representative

Sally Goodman (Coastal Carolina CC) District 2 Representative

Lisa Shores (Rowan-Cabarrus CC) District 3 Representative

Kris Obele Bele (Fayetteville Tech CC) District 4 Representative

Beverly Rufty (Mitchell CC) District 5 Representative

Alicia Hartley (Caldwell CC) District 6 Representative

Colleen Turnage (NCCCS) Director of Library Services

Drew McNaughton* SirsiDynix System Administrator

**Non-voting member*

Unable to attend: Kris Obele Bele; Charles Wiggins;

Minutes for the 1/19/21 meeting were approved by e-mail and posted on the NCCCS website on 1/21/21

I. Old Business

- a. **Cooperative Agreement**— Staci, Libby, and Joel will be meeting with Cheryl Kaminski, Associate Legal Counsel for the System Office, on October 26 to finish going over the Cooperative Agreement so that it can be sent out to Directors and Presidents for signing.
 - At the October 26 meeting with Cheryl, we were notified by Cheryl that the Cooperative Agreement was being “cancelled” per Jim Parker.
 - Joel, Staci, and Libby met with Jim Parker and Kathy Davis Monday, November 16 to discuss the “cancelling” of the Cooperative Agreement.
 - Staci, Libby, and Joel will be meeting with Cheryl and Kathy Davis to go over the Cooperative Agreement once more on December 2.

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- Outcomes of the meeting with Jim Parker:
 1. We have permission from Jim to finish revising the Cooperative Agreement with Cheryl.
 2. Jim would like Joel (or another representative from the CCLINC Steering Committee—most likely Staci or Libby) to sit on the Enterprise Resource Planning (ERP) team at the System Office that includes other representatives from his area. This is a huge win for our consortium and, Joel hopes, will allow us stronger communication with the SO and the ability to voice issues we have.
 - Staci, Libby, and Joel met with Cheryl Kaminski and Kathy Davis on December 2, 2020. Cheryl made the group aware that she was very involved in other projects at the time and did not have time to review the Cooperative Agreement. Another date would be set in the future to go over potential changes and updates to the document. Both Kathy and Cheryl voiced their want to A. encourage non-CCLINC libraries to join CCLINC, and B. That the Steering Committee should work to recruit new voices who have not previously been associated with the committee. Another reminder was given that the System Office is responsible for the contracting and payment of the ILS and subsequently the overall prerogative for the consortium.
- b. **BLUECloud Mobile**—Report from Colleen and John. Status of meetings with SirsiDynix and implementation of App. Colleen had nothing new to report.
- **Directors and Deans interested in using the trial App can contact Colleen or Joel for a link to the App.**
 - Android version is ready to go, but the iOS portion is not ready.
 - Project is on hold at the System Office level.
 - Per John, a “developer license contract” needs to be signed. That signing happened initially, but needs resigning.
 - Per Colleen—Apple keeps adding steps/paperwork to release the BlueCloud Mobile to the Apple App store. The paperwork is now with Jim Parker for review.
 - Drew—he received several emails with libraries’ hours. Drew needs specific information from the libraries to be able to properly address the question and issue. Drew will be moving towards a help interface problem, but until then he needs specific information. Cut down on errors.
 - Make sure to give context when sending Drew a message.

- Remind folks that the Sirsi email and number are still the same.
- c. **The lending services subcommittee has received a request to add a new user category in SIRSI.**
 - We would like to open this to the Steering Committee for discussion. Here's more information which is just a paraphrasing of what John explained to us:

The category would be NEWBOOKS and would work the same as our DISPLAY user. There would be a user profile (NEWBOOKS) that is set to allow items checked out to NEWBOOKS to recirculate. The profile is also set to not use checked out as the location that shows when NEWBOOKS checks an item out. It shows something else instead, such as our DISPLAY user does. Libby asked whether this will affect circulation statistics, and John said that indeed it will. The committee expressed concerns about the skewing of statistics.

Action: Lisa will go back and ask for more information and be sure the requestor understands this will affect his stats. Tabled until November meeting.

Response from Charles Wiggins for November meeting: "I am aware that using the virtual users does create additional use counts, which in this case would mean one additional circulation count on each new title. I wonder if that isn't something that SirsiDynix couldn't address in upgrades. Maybe an option in the virtual user configuration.

We are already using DISPLAY in multiple other areas, which is already confusing enough. We have a monthly display, a Book Club display, and various other temporary displays that all used DISPLAY.

Having an item show up in Enterprise with a Status of "New Books" would just clarify and simplify things. When we were getting ready to migrate from the consortium with the public libraries here, most of them were setting up new books areas, so it is something that patrons of the other libraries in the area would now be used to seeing, and it is something that some folks, particularly community users, have asked about in the past. It would just be another tool to draw folks in the door. I email out monthly lists, but get very little response. I think a lot of people might prefer to browse the new stuff."

- John states that Sirsi cannot address this in an upgrade. "A checkout is a checkout."
- SC feels that using a "New Books" Home Location is the best option. Joel will discuss with Charles Wiggins for a December SC vote.
- Lisa Dees makes a motion to not set up another USER for "New Books" and BJ seconded.

II. New Business

- a. **Welcome to Drew, CCLINC's new System Administrator!**
- b. **Archiving of CCLINC Documentation on openNCCC**
 - Staci's question—whose responsibility is it to store and archive all CCLINC documentation. Colleen states that it is the responsibility of the Steering Committee to archive the documents.
 - Colleen—we can still login into NCLOR to download documents. Libby states that she was not able to login to NCLOR.
 - Colleen states that she cannot get into NCLOR due to a wrong password.
 - Colleen will ask Kathy if she can still login to NCLOR.
 - Colleen states that NCLOR was managed by NCDIT.
 - Colleen recommended contacting Kathy Davis about retrieving the CCLINC historical documents from NCDIT.
 - Drew recommends contacting Helen at the SO to retrieve documents on NCLOR. Staci will reach out to Helen.
- c. **The cataloging and serials subcommittee additions to the agenda are as follows:**
 - Errors in the catalog project update
 1. BJ heard back from 27 schools / 31 branches of the 52 schools / 69 branches. Of those, 18 are currently working on the project - 4 have a plan to work on it and 3 are either not working on it or have no plans to work on it - 9 have completed it for their location. Of the 22 who are reported in and are either working on the project or plan to do so, 14 schools have 22,833 left to repair (some of these are equipment and brief titles (reserve items). Eleven schools reported that they have completed 24,609 records.
 - New Item Category Request: Basic Skills (Category 4)—Martin Community College's request.
 1. Home Location of Basic Skills wouldn't work for them because they're going to live in the stacks.
 2. Ease of use for running reports—better data.
 3. Drew states that there are a limited number of categories and this would take up one of those categories—potentially duplicating what could suffice with the Home Location of Basic Skills.
 4. Colleen—Item Category 4 & 5 are rarely used. Shouldn't be a problem.
 5. BJ appreciates Drew being so engaged!
 6. Libby motions to create a new item category 4 of Basic Skills. Staci seconds.
 - CCLINC Ebook and Electronic Resources Policy (Ebooks in the

Catalog/Summon): Subcommittee will be hosting a Q&A (open-discussion) session with Drew.

1. The Q&A will be February 9 at 3PM. If you did not receive the calendar invite and Zoom link, please contact Colleen.
2. Q&A session will help to revise Ebook and Electronic Resources Policy.

d. Request from Maria Luisa Saldarriaga Osorio at Surry CC:

- What we would like is for the system office to send catalog updates at least weekly so the results in summon include new items purchased.
 1. Per Drew, he is working with SirsiDynix to try to automate this process (could certainly take some time for this to happen).
 2. Colleges are seeing errors in the loads to Summon.
 3. Drew is working with Summon's helpdesk to try to improve the workflow.
 4. Right now, it is low on the priority list due to other responsibilities.
 5. Why are libraries not using Enterprise as a discovery layer?
 6. Per Colleen, colleges are using Summon because of other third-party databases that are not a part of NC LIVE. Colleen asks if Enterprise could index other databases outside of NC LIVE.
 7. Drew does not want to waste time.
 8. Colleen would like to see what could be done to create script to integrate third party databases into Enterprise.
 9. Drew states that Ex Libris is a competitor, so that could be one of the issues with integration of Summon into Enterprise.
 10. Drew says he is getting a script in place for a monthly upload.
 11. Drew will work with folks at Sirsi to tweak scripts to make them weekly.

e. Request from Spencer Tart at Johnston CC:

- Adding a new home location to WorkFlows for large print books.
 1. Item Category 1 already has Large Print.
 2. Drew wants to remind everyone to think about circ rules when establishing a new home location.
 3. Colleen—do you want the location to be holdable or not holdable.
 4. Drew—might require global changes even if it is a change for just one library.
 5. BJ makes the motion to adopt the new home location of large print books. Colleen seconds the motion.

f. Steering Committee Chair and Vice Chair Nominations and SC Rotations

- It is time to start thinking about the next term for the SC. Joel will be rotating to Past Chair, so nominations for both the Chair and Vice Chair

can be sent directly to him. Once at least one nomination is made for both Chair and Vice Chair, Joel will send out the nomination form to the Directors and Deans of CCLINC for voting. The results of the voting will be announced at the business meetings at the NCCCLA Conference.

- District Reps and Subcommittee Chairs will be chosen at conference.
- The new Steering Committee will meet for the first time the week after conference on Tuesday, March 16, 2021.

III. ***Subcommittee and District Reports***

a. **District Reports :**

District 1—Todd Nuckolls: No report.

District 2—Sally Goodman: No report.

District 3—Lisa Shores: No report.

District 4—Kris Obele Bele: No report.

District 5—Beverly Rufty: No report.

District 6—Alicia Hartley: No report.

b. **Lending Services – Lisa Dees—** No report.

c. **Cataloging/Serials – B.J. Thompson –** See above in New Business.

d. **Reports—Jennifer Mincey –** We had some emails last month on Blue Cloud Analytics reports. Things are going well.

e. **Reference/Instruction Services – Paula Hopper –** No report.

f. **Training—Charles Wiggins—** No report.

IV. **Next meeting will be Tuesday, February 16 at 2PM**

V. Meeting adjourned: 3:21PM