

Attendees

Libby Stone (Gaston College) Steering Committee Chair

Robert James (Nash CC) Vice-Chair

Mary Anne Caudle (Martin CC) Cataloging/Serials Subcommittee Chair

Lisa Dees (Wake Tech CC) Lending Services Subcommittee Chair

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

Patricia Peterson (COA) District 1 Representative

Rich Garafolo (Lenoir CC) District 2 Representative

Kris Obele Bele (Fayetteville Tech CC) District 4 Representative

Joel Ferdon (Stanly CC) District 5 Representative

Staci Wilson (Catawba Valley CC) District 6 Representative

Helen Colevins (NCCCS) Community Engagement Librarian

Colleen Turnage (NCCCS) Director of Library Services

John Wood* SirsiDynix System Administrator

Kathy Davis* (NCCCS) Director of Distance Learning and Change Management

**Non-voting member*

Vacancies: Steering Committee Past Chair

Unable to attend:

Jennifer Mincey (Wake Tech CC) – Reports Subcommittee Chair

Sara Thynne (Alamance CC) District 3 Representative

Minutes for the 6/04/19 meeting were approved by e-mail and posted on the NCCCS website on 6/17/19.

Call to order at 2:12 p.m.

I. Old Business

- a. **COSUGI** – Customers of SirsiDynix Users Group, Inc. – Libby contacted the membership coordinator with COSUGI – no NC community college libraries or NCCCS are current members. Dues are \$100 per library or per consortium. Benefits of membership include:

- Legal right to access Unicorn, Symphony, Horizon, or Dynix source code in escrow in the event that the company folds.
- Participation in election of COSUGI Board members and eligibility to run for COSUGI Board.
- Opportunities to learn from other libraries using the system through the discussion lists, forums, and the COSUGI Users Group Web site.
- Reduced cost for anyone from your site attending the COSUGI Conference. If you send more than 1 person to the conference, you get back more than twice your membership fee.

- Eligibility for conference scholarships. You also have reduced cost to attend informal meetings at other major library conferences.
- A coordinated enhancement process that actively impacts SirsiDynix product development priorities.

If your library would like to join COSUGI, visit the following website:

<https://www.cosugi.org/membership>. Libby spoke with Michael Engelbrecht, COSUGI Executive Board Chair and Library Automation Systems Analyst for Charlotte Mecklenburg Library, to see if Michael would be willing to attend a Steering Committee meeting to provide more information. Unfortunately he was unable to attend this month, perhaps he can join us at our next meeting.

b. **Contract with SirsiDynix:**

Our current contract is in place with SirsiDynix through December 31, 2019, with an option to renew for six months until June 30, 2020. We are in negotiations for our next contract and have asked for everything that was on the RFP.

c. **Joining the International Coalition of Library Consortia (ICOLC) -**

<https://icolc.net/> Libby successfully signed up, and added Colleen and Helen. Our profile page can be found here: <https://www.icolc.net/consortia/385>. We are receiving emails from the listserv, and we can add anyone else who might be interested, just let Libby know!

d. **Help sessions with John Wood** –Monthly sessions with emails sent out a week or so before each to get a list of topics to be discussed. John will ask for questions ahead of time and John will answer them during the session. August 27th at 2:00 p.m. will be the first session via Webex, and the topic will be Reports. Sessions will be recorded and archived. The plan is to hold each session on the fourth Tuesday of each month.

e. **BLUECloud Analytics webinar** – Another webinar will be held in the near future for those who missed the webinar in May. John and Colleen recommend taking some of the self-paced (FREE) courses that are available on Mentor; if you do not have a Mentor login, contact Colleen. District Reps, please lead this charge so that all colleges can have at least one person familiar with Analytics. We need to provide a list of what we want to include in the “Dossier” that SirsiDynix will set up for us. John or Colleen will send out information about the next webinar; Steering Committee members have already looked at the self-paced trainings.

f. **New Product** – CCLINC will be a test site for a new feature that is FREE - Margaret Pelfrey, Director of Consulting and Training, SirsiDynix has offered (at no cost) the new format-specific generic cover art that is on their demo sites. It is going to be a new product in the catalog and she thought we would be a great test site to provide feedback. John will configure this for us in the next few weeks and will send out more information- libraries currently using Enterprise will see it in the displays and are encouraged to contact John Wood with any feedback.

- g. **Reciprocal Lending Agreement ad hoc committee** – Rich – the ad hoc group had a meeting with Benjamin Murphy and Johnnie Pippin from NC Cardinal and the State Library and learned quite a bit about how they linked their reciprocal agreement with their cooperative agreement. The ad hoc committee will draft an addendum for the ILL Agreement that will include a reciprocal lending agreement for in-person transactions, and will submit that to the Lending Services Committee for their review and input. The ad-hoc group will meet again and report at the next SC meeting.

II. New Business

- a. **Isothermal CC – request to join CCLINC – migration date tentatively scheduled for Sept.30-Oct4**

Membership Procedures

Joining the Consortium

Any North Carolina community college interested in joining CCLINC must contact the LTS staff for an information packet. A college that accepts the terms of this Cooperative Agreement will send the membership application package to the LTS staff. LTS staff will submit the application to the Steering Committee for review. Upon determining that the applicant agrees to comply with the terms of this Cooperative Agreement and official written policies approved by the Steering Committee, the Steering Committee will vote to approve or deny membership. The applicant must agree that it will not batch load its library holdings into the CCLINC catalog and that it will re-barcode all holdings to conform to Consortium standards.

Colleen made the motion to accept Isothermal’s request, Patricia seconded...unanimously approved.

III. Subcommittee and District Reports

- a. District Reports –
 - District 1 – Patty reported that COA will have a new building at their Currituck Campus for police, fire, and public services; meeting for the district was held at Martin CC
 - District 2 – Rich - August 8th meeting was well attended, along with recent retiree Cathy Campbell; among the discussions were regarding inventory procedures, which have not been updated in quite awhile; request that these procedures be revised. Rich also asked if there could be a list of frequent problems or how-to’s that could be shared? Colleen stated that she had e-mailed a how-to recently but the information cannot be posted on the NCCCS website if it includes screenshots which are proprietary. Helen offered that we might try using Tapataalk, if it were only for CCLINC users. Colleen also mentioned that the e-mail threads seem to be working pretty well for directors and catalogers.
 - District 3 – no report
 - District 4 – Kris – a meeting has been scheduled for October during fall break, either the 14th or 15th

- District 5 – Joel – a meeting is scheduled for September 27th at Stanly
 - District 6 – Staci – a July 29th meeting was held at Blue Ridge CC; experiences with Summon implementation were shared
- b. Lending Services – Lisa Dees – September 24th meeting
 - c. Cataloging/Serials – Mary Anne Caudle – Robert James from Nash has submitted a request for a new non-holdable location of AUTO (policy name) with the description “automotive collection.” The cataloging subcommittee voted to approve the new location and Mary Anne presented as a motion to the Steering Committee; Patricia seconded and the motion was unanimously approved. Mary Anne announced that she is stepping down as chair from the Cataloging/Serials Subcommittee due to obligations at Martin CC. B.J. Thompson, from Central Carolina CC, will be stepping into this role. Thank you, Mary Anne, for all your good work with this committee! You will be missed.
 - d. Reports—Jennifer Mincey – no report
 - e. Reference/Instruction Services – Paula Hopper – Mark King has resigned from the committee. Paula will work with Helen and John on revising the Inventory Procedures. Colleen will send what she has.
- IV. **Next meeting date and time (3rd Tuesday):** September 17th at 2:00 p.m.
- V. Meeting adjourned at 3:12 pm

Respectfully submitted,

Libby Stone