Time: 2pm Number 919-866-7984

I. Attendees
Present

1 **Julia Mielish,** present Steering Committee Chair	8 **Ernest Avery**, present District 3 Representative
2 **Libby Stone**, present Past Chair	9 **Renee Dusenbury**, present District 4 Representative
3 **Lisa Shores**, present Reports Subcommittee Chair	10 **Erin Allen**, present District 5 Representative
4 **Sharon Hedgepeth**, absent Cataloging/Serials Subcommittee Chair	11 **Linda Kressel,** present District 6 Representative
5 **David Wright**, present Lending Services Subcommittee Chair	12 **Dave Trudeau,** present CCCLA Representative
6 **Carrie Moran,** absent Training Subcommittee	13 **Colleen Turnage**, present Director of Library Services
6 **George Strawley**, present District 1 Representative	14 **John Wood**, present System Administrator
7 **Mark King**, present District 2 Representative	15 **Helen Colevins**, present Technical Services Librarian

Agenda convened at 2:05
> New Business
> Old Business
> Subcommittee Reports
> Other News

III. Old Business

1. Webservices Update- still waiting on an exact day from SirsiDynix.
2. Report from SirsiDynix Technology Day. Day went well, people liked the presentations.
3. Report from Director's Institute. Director's Institute went well. Good feedback from directors and there has been a request that next year we have a representative attend the Distance Learning Director's Institute and they in turn will attend the Library Services Director's Institute. Other feedback included holding the institute earlier in the summer and more time to collaborate with directors.

4. Student check out limit-40 directors responded to the survey which is attached. A majority of directors requested that the checkout limits be reduced to 10 for students, 5 for all other patrons, except faculty and staff which will stay as unlimited. There was no request to change holds limits. Following discussion and clarification, Libby motioned, Lisa seconded, All were in favor. John will make changes to the checkout limits effective immediately. PLEASE NOTE, these are GLOBAL settings. Each college can still set their own limits, these are just global changes.
5. Syndetics- Syndetics hasn't contacted John to start the Syndetics trial.
6. Our SirsiDynix consulting hours for the 2011-2012 year were used to customize our eLibrary/OPAC services. Firstly, there was a request to add an "Ask a Librarian" link to the page. This has been accomplished by adding the link which will then link up to each colleges Ask a Librarian page or to their NCKnows portal. Secondly, there was a request to move the publication date in the item records. When we upgraded, the publication date moved from being on the right side of the page to the left side, under the call number. This was fixed and the date will be moved back. Finally, there was a request to personalize the EZProxy links for those libraries that have purchased EZProxy to facilitate off campus access to their databases and such. When completed, each library will be able to see an individual link to their electronic material with their EZProxy link built in. Very few library directors responded with links to their Ask a Librarian page. Julia asked for the list of respondents and will go through and update the list.

   At this time Mark bought up some concerns about the ride hand side menu and the subjects that search. When a list of results is returned in the OPAC, there is a menu on the side that indicates what subjects might also help return results. Mark wondered if this could be changed to be a list of subjects. After some clarification and searching by members of the committee, Mark was asked to do some research on possible other colleges that do this, so we have an example to take back to SirsiDynix to ask them to replicate.

   Colleen also mentioned that three radio buttons have been added to the search page of the OPAC for Browse, Keyword or Exact search. This will allow patrons to expand their search capabilities.

IV. New Business

1. System Office Conference plans. Based on feedback from numerous sources, costs of the official meeting site as well as the conference schedule, the CCLINC meeting has been changed to Tuesday morning, and will occur off site. At this time, the meeting will be Tuesday morning, and will be a breakfast running from 7:30-9:30. The meeting will be at 8:30. More information to follow.
2. Reserves. Wake Tech has noticed that there is no policy and procedure for processing reserves. This issue was brought to the attention of the committee with the request that new P+Ps are created. The discussion ensued with various options

from Camtasia, to lunch and learn online options and updating the instructions. The decision was made to forward this to the Cataloging Subcommittee.

V. Subcommittee and District Reports

Lending Services-David Wright. Feedback on the new online holds process is good and seems to be resolving the problems with unfilled ILL holds.

Cataloging/Serials- Sharon Hedgepeth absent

Reports-Lisa Shores. Lisa talked about the recently updated Reports manual and training guides. She also talked about training the three new libraries that have come on board.

Training -Carrie Moran was absent, but we discussed the Request module. Lisa commented that she was unaware of all the available options. She asked if a list could be provided. Julia asked John to provide that list for the website and also for the email she will send out to directors.

VI. Other News

Meeting adjourned at 3:26

Next meeting will be at the System Office Conference