

Advisory Council Meeting
Wednesday, October 7, 2009
1:00-3:00 CST, Aberdeen

The **Call to Order** was given by Council Chair Ronelle Thompson.

The **Agenda** was approved as distributed.

Present:

Jane Larson, Vermillion Public Library
Colleen Smith, Huron Public Library
Elvita Landau, Brookings Public Library
Peg Williams, Potter County Library
Robert Russell, Northern State University
Mike Mullin, Watertown Public Library
Richard Reitsma, Sioux Falls Seminary
Donna Cranmer, Siouxland Libraries
Deb Hagemeyer, Augustana
Judy Krull, University of Sioux Falls
Cindy Meinen, Mitchell Public Library
Jackie Hess, Mitchell Public Library
Rachel Lindvall, Sinte Gleska University
Cathy Enlow, Brookings Public Library
Lea Briggs, Presentation College
Scott Ahola, Black Hills State University
Amber Wilde, Spearfish Public Library
Kathy Jacobs, Yankton Community Library
Lucas Bialorucki, SDLN
Patty Andersen, School of Mines and Technology
Bell Jacobsen, SD State Library
Todd Quinn, Northern State University
Jackie Hanson, Northern State University
Sandra Brown, Mt. Marty College
Greta Chapman, Rapid City Public Library
Nancy Sabbe, Madison Public Library
Ethelle Bean, Dakota State University
Sam Gingerich, Board of Regents
Tony Stukel, ODIN
Stephen Elfstrand, PALS
Mary Caspers-Graper, South Dakota State University
Phyllis Kuno, Southeast Technical Institute
Beverly Lewis, Rawlins Municipal Library
Judy Ulevstad, Rawlins Municipal Library
Ronelle Thompson, Augustana
Nina Mentzel, SDLN
Warren Wilson, SDLN
Sean Crooks, SDLN

Minutes

Judy Krull moved approval of the May 7, 2009 minutes. Bev Lewis seconded. THE MOTION CARRIED.

Director's Report – Warren Wilson

Overview

Training: Nina Mentzel spent most of the summer on the road training on-site, conducting a total of 22 sessions at 16 locations with 79 people participating. There were also 9 individual library meetings.

Clientele: Since the May Advisory Council Meeting, 314 items have been closed.

Ex Libris Communication: Staff continue to have monthly calls with Ex Libris management about projects and SI statuses.

Databases: In conjunction with the State Library and Minitex, SDLN has renewed their subscriptions with Gale and EBSCO databases. Mentzel will have a session on Friday to highlight database changes.

WIKI: A WIKI has been established for participants to report problems and share best practices.

Virtualization: To reduce costs and make staff more efficient, the SDLN servers are being virtualized.

Minitex/ILL

SDLN and Minitex have been working to finalize setup to allow ILL between the two groups. Staff expect ILL with Minitex to be available within a few weeks.

Merging Libraries

The USD Lommen Health Library was merged into ID Weeks Library. As this merger was within one ADM, it was straightforward and has been completed.

The Seminary is in the process of merging with Augustana. Ex Libris had estimated a 5 figure cost to do this merger. We were unable to find any other consortia that had performed such a merger. Andy Erion was assigned to this task and progress has been made. Erion is continuing to work through the outstanding issues involved to complete the merger.

Ex Libris Offer

Ex Libris has offered to review, update, and provide recommendations regarding our central instance and 4 individual library instances of SFX and MetaLib. The Executive Committee accepted this offer. Ex Libris has reviewed the SDLN, SDSU, NSU, Augustana and Rapid City Public's instances. To date, there have been minor suggestions for changes. Ex Libris has implied that at least 5 of these instances are setup and usable. SFX and MetaLib do seem to require constant work on the individual library's part.

UPS/Generator

The new UPS was online and available by the end of July. BHSU then experienced a major power outage at the end of August that outlasted the UPS. It was discovered that the generator was not properly connected. The generator has now been connected, brought online and tested. As it is powered by natural gas, the power to the data center should be able to run forever. A main switch in the BHSU library does need to be rebuilt and at some point a 6 hour outage will be scheduled to allow for the repair.

Executive Committee Report

Database Renewal with Minitex

All of the current databases subscribed to were renewed for three years.

Strategic Plan

The Strategic Plan and Action Plan are available on the SDLN website. Staff are updating the document as items are completed and new things are added.

Aleph Patron Privacy Issues

The Executive Committee appointed Mary Kraljic (SDSU) and Cathy Enlow (Brookings Public) to examine patron privacy issues especially in circulation. The council discussed the importance of being in compliance with state law and court orders.

Budget

The FY09 Report, FY10 Year-to-Date Report and the Reserve Fund Update were circulated to the council for review. The FY09 report showed some surplus in personnel and a variance in the Syndetics line as it was not renewed. A total of \$179,000 will be added to the Reserve Fund from the FY09 budget.

The Proposed FY11 Budget and Fees were circulated to the council for review. The Proposed FY11 is a flat budget with operating costs remaining the same. Elvita Landau MOVED that the budget be recommended for approval by the Advisory Council. Mary Caspers-Grafer seconded. THE MOTION CARRIED. The budget will go to the Department of Education.

The Estimated Future Equipment & Technology Expenses document was circulated to the council for review. A discussion was held on how to fund a possible new system. The committee plans to review funding possibilities as the new system cannot be funded entirely from the reserve fund.

Future

V.19 & V.20

SDLN has been talking to neighbor states and sharing documents regarding the V.19 migration. There is not a set time frame yet, but staff would like to begin the migration by spring. The Executive Committee feels it is important to move ahead with ALEPH because some of the issues we are currently

experiencing are supposed to be resolved in new versions. SDLN has asked Grupo Maya Consulting for a proposal regarding costs and time of assisting with the V.19 migration.

Front-End Options and Overlays

The Executive Committee decided that a task force was needed to evaluate options for an overlay. The members of the task force are Deb Hagemeyer (Augustana), Jodie Barker (NSU), Mike Mullin (Watertown Public), Jason Walker (Rapid City Public), Danielle Loftus (USD) and Nina Mentzel (SDLN). They will be evaluating options and bringing a recommendation to the Executive Committee sometime in January.

User Group Reports

Acquisitions/Serials – No Report

Cataloging- No Report

Circulation – Cindy Meinen reported that some of the V18 upgrade problems had been solved. A written report is attached.

Interlibrary Loan- Written report attached.

Reference – No Report

Documents – No Report

Election Results

Ethelle Bean and David Gleim were elected to the Executive Committee for terms ending October 2011. The committee thanked Jane Larson for her service to the Executive Committee.

The next Advisory Council Meeting will be via DDN in May 2010. A date will be announced at later time.

Adjourn: 2:35pm CT