Advisory Council Meeting
DDN
May 4, 2010
11 a.m. CST

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

The **Agenda** was approved as distributed.

Present (via DDN):
Ronelle Thompson, Augustana
Judy Krull, University of Sioux Falls
Jennifer Knutson, University of Sioux Falls
Phyllis Kuno, Southeast Technical Institute
Deb Hagemeier, Augustana
Jodi Fick, Siouxland Libraries
Donna Cranmer, Siouxland Libraries
Colleen Kirby, SD State Library
Jean Peterson, SD State Library
Bell Jacobsen, SD State Library
Beverly Lewis, Rawlins Municipal Library
Sam Gingerich, Board of Regents
Daria Bossman, SD State Library
Cindy Meinen, Mitchell Public Library
Kevin Kenkel, Dakota Wesleyan University
Jane Larson, Vermillion Public Library
Anne Moore, University of South Dakota
Elvita Landau, Brookings Public Library
David Gleim, South Dakota State University
Lisa Lindell, South Dakota State University
Fei Xu, South Dakota State University
Mike Mullin, Watertown Regional Library
Robert Russell, Northern State University
Lea Briggs, Presentation College
Todd Quinn, Northern State University
Jackie Hanson, Northern State University
Jodie Barker, Northern State University
Jonna Underwood, Northern State University
Shirley Arment, Alexander Mitchell Public Library
Ethelle Bean, Dakota State University
Sandra Brown, Mount Marty College
Scott Ahola, Black Hills State University
Rajeev Bukralia, Black Hills State University
Patty Andersen, South Dakota School of Mines and Technology
Pat Hamilton, National American University
Greta Chapman, Rapid City Public Library
Warren Wilson, SDLN
Nina Mentzel, SDLN
Andy Erion, SDLN
Sean Roberts, SDLN
Lucas Bialorucki, SDLN

Minutes
Ethelle Bean moved approval of the October 7, 2009 minutes. Judy Krull seconded. THE MOTION CARRIED.

Director's Report – Warren Wilson

Overview
New Hire: Sean Roberts was hired as a Programmer/Analyst and began on April 1.

Migration to ALEPH v.20
SDLN hired a consultant, Grupo Maya, to assist with this migration. The original plan was to upgrade to v19, until ExLibris advised SDLN that they would no longer be supporting v19 and suggested the upgrade to v20. The process has included upgrading of all components, hardware, operating system, and data base software (Oracle), utilizing funds from the reserve account. The system is now running the current versions of ORACLE and LINUX, which provides more flexibility for hardware. Previous versions of ALEPH utilized SOLARIS which required SUN hardware. Weekly status calls, as well as daily communication between SDLN and Grupo Maya have made a great difference in the progress of this migration. The switch to production had been scheduled for the end of May on Memorial Day weekend, however a problem has arisen which ExLibris is working on with SDLN. Once that is resolved we will work with the Executive Committee to pick a new "go live" date. Actual switch to production should be accomplished over one weekend – system down Friday evening to Sunday evening. Due to new servers for v20, v18 will still be available as a backup if needed.

Renovation of server room and staff office area - BHS
Funding procured through BHSU is allowing for renovation of the server room and AC upgrade. The project is scheduled to be finished by the end of July. This renovation will allow the rearrangement of staff office space, concentrating all staff in one area.

Executive Committee Report

AquaBrowser Implementation
The OPAC Overlay Task Force (Deb Hagemeier – SDA, Danielle Loftus – USD, Mike Mullin – WAT, Jason Walker – RCP, Jodie Barker – NSU, Nina Mentzel – SDLN) was thanked for their work and recommendation to pursue Serials Solutions' AquaBrowser as an OPAC overlay for SDLN. AquaBrowser will provide single search box functionality and many Web 2.0 tools for patrons, it will interoperate with the OPAC to provide hold and ILL functionality and with MetaLib/SFX for searching of electronic resources. Implementation will take place following the ALEPH v20 upgrade, anticipated in mid-summer.

ALEPH Patron Privacy Issues – Task Force
The Executive Committee appointed Mary Kraljic (SDSU) and Cathy Enlow (Brookings Public) to examine patron privacy issues especially in circulation. They provided a report to the Executive Committee which identified documents addressing patron privacy (SD laws, ALA, Board of Regents). In addition they worked with SDLN staff to clarify circulation settings/procedures which relate to patron privacy. The Executive Committee thanked Mary and Cathy for their work and accepted the report without action agreeing that patron privacy was a local library decision. The report will be posted on the SDLN web site.

Budget

FY10 Year-to-Date Report
The FY10 report showed some outstanding revenue due to payment plans for some members. Expenses showed some minor differences due to database prices not increasing as much as expected. A total of $33,000 is projected to be added to the Reserve Fund from the FY10 budget.

Reserve Fund Update
The Reserve Account shows FY10 expenditures including $80,000 to ExLibris for outstanding items (Homebound and Bookmobile remain), as well as expenditures for the OPAC Overlay and servers/storage for ALEPH v20. After these expenditures, the balance will be approximately $500,000.

Anticipated Expenses - Ten Year Technology Needs
Interest and surplus used to make expenditures from Reserve account.

Future

Tri-state meeting – fall, facilitated by MINITEX
Warren Wilson (SDLN) met with Bill DeJohn (MINITEX), Tony Stukel (ODIN) and Steve Elfstrand (MnPALS) last fall and discussed scheduling a meeting this spring which has been postponed until next fall. SDLN has offered to host to lessen impact on travel expenses for South Dakota library staff. It also hoped that this meeting will be available virtually to those who cannot travel.

User Group Reports
Acquisitions/Serials – No Report
Cataloging- No Report
Circulation – A written report is attached.
Interlibrary Loan- A written report is attached.
Reference – No Report
Documents – No Report

Election in late summer
Nancy Sabbe, Patty Andersen, and Ronelle Thompson are completing terms. An election will be held in late summer.

Additional items
ExLibris has sent a survey to library directors regarding a Regional Directors Meeting. All are encouraged to respond.

Advisory Council Chair Ronelle Thompson, on behalf of the council officially congratulated Francie and Vince Voelker on the birth of their son.

The next Advisory Council Meeting will be September 22, 2010, 1 p.m. SDLA, Sioux Falls

Adjourn: 12 p.m. CT