

OWLSnet Administrative Advisory Committee Meeting

Shawano City-County Library

March 16, 2001

Present: Ann Schmitz, Algoma; Kathy Beck, Barbara Kelly, Teri Kolosso, Ann LeMieux, Vicki Lenz, Michael Nitz, Appleton; Karen Dickman, Birnamwood; Carol Luepke, Bonduel; Kathy Mitchell, Clintonville; Kay Rankel, Gillett; Eleanore Danforth, Green Earth; Robyn Grove, Iola; Giovanna Feller, Kaukauna; Sue Grosshuesch, Kewaunee; Barbara Wentzel, Kimberly/Little Chute; Lea Ann Pillath, Lena; Ellen Connor, Manawa; Nancy Krei, Marinette; Lisa Hein, Marion; Ann Hunt, New London; Terri Howe, Mark Merrifield, Anne Miller, NFLS; Peggy Murphy, Oconto; Jeanne Waschbisch, Oconto Falls; Karen Kuhn, Oneida; Jenny Hipke, Peshtigo; Dorothy Youngblood, Scandinavia; Mike Hille, Sharrie Schweitzer, Shawano; Becca Berger, Joe Clabots, Judy Ellenbecker, Sturgeon Bay; Korrin Moede, Suring; Peggy Slicer, Tigerton; Stephanie Thomas, Waupaca; Lucie Erickson, Weyauwega; Alene Newcomb, Wittenberg; Kathy Houlihan, Rick Krumwiede, Holly Otts, Barbara Strauss, OWLS.

1. **Call to order and introductions**
The meeting came to order at 9:35 a.m.
2. **Minutes of the January 19, 2001 meeting**
The minutes were accepted as distributed.
3. **Brief Reports**

a. **Implementation update:** With the new libraries and upgrades, 17 new T1 lines are being installed. CRI will start holds on March 19 and circulation on March 26. COL, NIA, and WAS have completed patron registration training and will soon be online. Barcoding continues at MAT.

b. **Status of Internet filtering:** Filtering is required by public libraries if discounts are received on 1) internal connections, 2) Internet service, and 3) telecommunications. OWLSnet does not receive any discount on internal connections. The opinion from DLTCL is that the OWLSnet libraries do not need to filter Internet connections.

c. **Report: committee on restructuring the OWLSnet fees:** Rick discussed this report which was emailed before the meeting. Through the analysis of several perspectives of data, the committee concluded that each library is paying an appropriate amount and that membership fees should be frozen at the end of 2001. Beginning in 2002, libraries will receive the same percentage increase in annual membership fees. Additional workstations can be added without purchasing user licenses, however, there would be a one-time connection fee for each workstation. The committee will meet again to formalize the proposal and change the bylaws on the user license based voting provisions.

State Budget: The Legislature is currently deliberating the Governor's 2001-2003 Biennial State Budget. The Department of Public Instruction, as required by state statute, requested funding for public library systems at a level equal to 13% of municipal and county expenditures for public library service. However, the Governor has proposed no increase in public library system aid in either year of the biennium. If the Governor's proposal is enacted, state support for public library services will erode from the current level of approximately 10% of local expenditures to less than 9% of local expenditures. Enactment of the Governor's budget would also mean that OWLS and NFLS would receive the same amount of state aid for three consecutive years, i.e., 2001-2003.

Rick and Mark will analyze the impact of the Governor's budget proposal (i.e., no increase in aid) on OWLSnet member libraries. Specifically, they will determine

how much OWLSnet membership fees would have to be increased in 2002 and 2003 in order to continue providing our current services.

It is very important for all of you, for your boards, for your friends groups, and for your local officials to contact your legislators within the next couple of weeks. Tell your legislators how much OWLS and NFLS mean to your local libraries. Tell them about all the important services that systems provide. Ask them to increase system aids so that cooperative services can be continued without shifting more of the costs to local libraries.

It will be very difficult to get an increase in state funding for systems next biennium, but you can be assured that there won't be any increase without lots of legislative contacts from local libraries. Several Joint Finance Committee public hearings are scheduled around the state. Trustees, friends of libraries, and community leaders are wanted to testify at the hearing in Peshtigo on April 5th.

If you have questions or need more information, call Mark or Rick. OWLSnet currently provides member libraries with a great package of services. Please help us keep it that way.

d. Report: netLibrary implementation: Barbara reported that the initial netLibrary implementation was completed - initial training classes were held, promotional materials distributed, catalog records added to NEWCat and links to netLibrary added to available homepages. The WPLC Steering Committee recently decided to release the remaining WATF grant funds for purchase of additional netLibrary titles. Each library system was asked to decide by April 15th what they wanted to do with the funds allocated for device readers - either purchase devices or designate the funds for additional netLibrary titles. Library directors should contact Anne Miller (NFLS) or Gerri Moeller (OWLS) to schedule additional training, for technical assistance or for ordering additional promotional materials.

4. **Assessment of Hold Messaging** (online picklist)

Barbara distributed the Hold Messaging survey results. In summary, those responding generally liked Hold Messaging and want to continue using it. Several problems were identified, which will be shared with Geac, including the complexities of printing and hold messages dropping out.

There is a SDR for sorting the online picklist by call number. In working with Geac, Barbara has requested additional improvements to Hold Messaging: 1) Displaying patron information in Hold Messaging when an item traps for your patron. 2) If there is an "on shelf" copy, an item will not drop out of Hold Messaging. 3) An easier way to restart a hold that has dropped out of Hold Messaging. A new version of Plus is coming which might have some Hold Messaging fixes.

Libraries are getting material faster except for the consolidated libraries. MRT, SHA, and Door requested that their target agencies follow the van not their branches.

Holds falling out of Hold Messaging is a problem with multiple holds and holds placed after all libraries are closed. Rick pointed out that Hold Messaging is in its infancy and will improve, as have other Geac functions.

Because Hold Messaging and the hold queue work simultaneously, items in Messages Outstanding should be trapped in Hold Messaging. Newly barcoded material should be checked in before placing the material on your shelf.

Some libraries requested changing the time-out period from 18 to 24 hours. Barbara will explore changing closing time.

The delivery impact is hard to determine. Delivery is up but not sure how much is caused by Hold Messaging and how much by the spring peak time. Material is moving more within each system and less between the systems.

The consensus of the AAC was to continue using Hold Messaging.

5. **Other business**

Legislative issue: AB196 (Parental Access to Children's Library Records)

Rick talked about Assembly Bill 196 and the importance of this bill as a library privacy issue. This bill requires a library that is supported by public funds, upon the request of a parent or guardian or a child under the age of 16, to disclose to the parent or guardian all library records relating to the use of the library's documents or other materials, resources or services by the child.

Current law, with certain exceptions, prohibits a public library from disclosing library records that indicate the identity of any individual who borrows or uses the library's documents or other materials, resources, or services. Check the WLA website for regular legislative updates. (<http://www.wla.lib.wi.us/legis/Legis%20Status%20041301.html>)

State linked automation system

The state linked demonstration project of tying together automation systems had been scrapped, but another project has been initiated using LSTA funds. SCLC, Winnefox and OWLSnet are working on designing a linked project that links the three automation systems, but does not include WISCAT.

6. **Next meeting**

The next meeting will be at 9:30 a.m. on May 12, 2001 at the Waupaca Area Public Library.

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Improved labels

Michael Nitz showed samples of better labeling, which are being developed by Charles Ledvina. The label is a wrap-around label with all the library information. Michael will announce later when they will start using them.

Search OWLSnet

Thoroughly search OWLSnet before requesting a title record. There is a title record already there for about half the requests received by Appleton Technical Services.

Cataloging Classes

A serials class and a volume maintenance class were canceled in February due to weather. Holly Otts is thinking about rescheduling in April. Let Holly know if you are interested.

CLSI record template

Several people questioned why some new records appear out of order by date in the public catalog. When APL Technical Services orders new materials that don't have a bib record in

OCLC, they have to create a temporary record. The template for the temporary record reverts to 1998. That will be fixed.

Telnet stats

Login stats are the number of logins from home. Libraries can use the count on the electronic resources question for the state annual report.

CL-CATs disappear

Will CL-CAT disappear? CL-CAT will be available as an integral part of PLUS as long as we have the Geac system. Among the questions that libraries might consider - Will the library provide dedicated CL-CAT workstations? Will the library provide telnet links to CL-CAT? Will OWLSnet block telnet access - thus blocking access to CL-CAT on the Internet?

NEWCat is slow

Since adding more T1 lines and changing the configuration, a slowdown has been noticed.

Routing mistakes

Please mark routing slips correctly and legibly. Libraries are reporting errors in delivery.

The meeting adjourned at 1:20 p.m.