

DRAFT

**Network Advisory Council Meeting Minutes  
Tuesday, June 30, 2009  
Grizzly Room - Montana State Library  
8:30 am - 4:30 pm**

**ATTENDEES:**

Council Members: Brett Allen, Barry Brown, John Finn, Joan Hantz, Molly Kruckenberg, Lyn McKinney, Dee Ann Redman and Brian Rossmann. Reneé Goss attended by phone.

Staff: Tracy Cook, Bob Cooper, Jim Kammerer, Sarah McHugh, Maggie Meredith, Jennie Stapp and Marlys Stark.

**Chairman Cooper called the meeting to order at 8:45 a.m.**

**MINUTES:**

**Motion was made by Member Redman to accept the minutes of the April meeting as presented. Member Allen seconded and the motion passed.**

**COURIER PROJECT OPTIONS:**

The courier pilot project is intended to aid libraries in moving materials between various library locations. The proposed plan is to set up main delivery/pick-up/drop off hubs at strategically located libraries which will receive funding to support their courier project participation. It will be left up to the discretion of the individual local libraries to get their materials to and from the hubs. This pilot is about physical delivery of materials between libraries. Home delivery of materials is not included as part of the pilot's focus.

The original \$200,000 a year proposal for the courier project pilot was planned with up to 12 hubs. Only \$80,000 was approved for this pilot so changes must be made.

The Council opted to have the pilot focus on development of a courier system where there isn't much current courier activity and ultimately try to connect this new area of the state with the existing systems. This would involve 5 hubs anticipated to be in Butte, Great Falls, Sidney, Havre and Lewistown. Existing systems would not receive funding but would benefit from the growth of courier possibilities in new areas. Delivery schedules of 2 days and 5 days or a week were discussed

**The council decided to go with a vendor focused process and RFP rather than one with a lot of library involvement. They also felt it was a good idea to have an open RFP to allow vendors to propose optional routes, but require coverage of the preferred area.**

# DRAFT

**Sarah McHugh will begin the RFP process. The draft RFP will be given to the Council for review prior to moving ahead. The final RFP will be sent out as soon as it is approved so that the council can look at responses in the November meeting. The goal would be to have recommended contract to the Library Commission for approval by the December meeting so there could conceivably be a startup in January.**

## **WORLDCAT LOCAL/NAVIGATOR PILOT OPTIONS:**

With the LSTA budget allowing funds of approximately \$26,258, MSL can begin a pilot of either WorldCat Local or WorldCat Navigator. Both programs require Integrated Library Systems capable of certain types of interoperability, so if the library does not have a capable system they can not participate. WorldCat Local or WorldCat Local Quick Start is required as the library's OPAC or front end, for each.

WorldCat Local is a public catalog and will have a federated search feature soon. Another feature coming soon will allow library staff to build their own connectors and add them to the search tool. The staff interface for Navigator is VDX but the patron interface still uses more NCIP. Navigator would require the participation of at least 2 libraries, preferably ones that use different systems. The library can choose whether Navigator can be totally patron driven or not. For either Local or Navigator, the library must have unlimited an WorldCat subscription.

Sarah McHugh recommended proceeding with a WorldCat Local pilot, since it moves Montana libraries further toward an integrated discovery system concept, and the coming federated search feature is a bonus. Libraries with a non compatible ILS can use "Deep Linking" as an alternative to WC Local so they can participate to a degree, whereas in Navigator there are more restrictions based on ILS issues. Navigator is still in a pilot stage where Local is now a product.

There is no charge for libraries to implement WorldCat Local Quick Start. To begin the pilot, academic libraries and Missoula Public would be approached to see if they were interested in participation in a full WorldCat Local implementation. All libraries would have the opportunity to participate at various levels via either Quick Start or Deep Linking.

**The council chose WorldCat Local. The school library in Missoula will be approached also in order to have all 3 levels of library in the same area for the pilot. Participation via Quick Start will be encouraged at this time as well as those that will have the full Local program funded by the pilot. Since some libraries are already considering something of this nature and might have budgeted funds for this item, a request will be made to participating libraries to contribute funding if they can when they join in order to stretch the funding further.**

## **SELECTING A STATEWIDE PRESERVATION DIRECTION:**

# DRAFT

Molly Kruckenburg informed the council that a digital summit was held in May to discuss digital information and how various projects in the state may or may not fit in Montana Memory Project (MMP). Long term preservation of digital masters was the subject of the Summit's second day's discussion. The upshot of the discussion was that the group chose 2 alternative methods of preservation and the participants were pretty evenly split between these two. The practice would be that once a document is scanned or collected, the master is preserved either through the OCLC Digital Archive or through a LOCKSS system, provided through the upcoming Meta Archive West regional system. There is an IMLS grant project in the works for the Meta Archive West regional system. It will be known in September if that grant is funded IMLS will cover some funding of Meta Archive West costs and LOCKSS membership fees. Chris Stockwell and Sarah McHugh are working on updating figures and are estimating local costs beyond the 2 year grant coverage.

**Both options will be explored and costs checked. A decision will be postponed until after the September grant finalization.**

## **DETERMINE DRAFT RECOMMENDATIONS FOR REPURPOSING ILL FUNDS:**

ILL reimbursement remains the same for this year. A formula for redistributing available funds beginning with FY10 funds needs to be established and made available for comments. After comments are received and discussed, the Council will make a recommendation to the Library Commission at its December 2009 meeting. The commission will make a final decision at that time.

**The council voiced its continued support of its earlier endorsement of the Fulfillment Task force recommendations. Comments on this recommendation will be solicited as soon as possible and considered after November 1<sup>st</sup>.**

**A link to the FTF recommendations will be made available. Talking points regarding the issue will be developed and utilized. The ARM process will be addressed at the fall Federation meetings.**

## **MONTANA SHARED CATALOG/STATEWIDE PROJECTS UPDATES:**

MSC update - The assimilation of 9 new member libraries has begun. The MSC blog and Wiki are both up and available for viewing. The catalog cleanup is getting underway. Catalogers will be hired on a part time temporary basis. They can work from home with a broadband connection and Workflows on their computers. The recruitment process for one full time temporary position is ready to begin. This position will primarily be a trainer to enhance existing tools as well as helping with some tech support and the catalog cleanup. This could become a permanent position.

Statewide Projects update - The EZ Proxy pilot is moving forward. A local server has been chosen and a license has been purchased. Multi-environments can be created on the server. MSC libraries will be configured first. Authentication into the Gale and EBSCO

# DRAFT

statewide databases will be the first configurations. Libraries can offer log in pages wherever they want to and many applications can be used. It would be good to have the WorldCat Local pilot libraries involved in this pilot. There will be a gradual expansion of what is being authenticated to such resources as Heritage Quest and OverDrive. If nonstandard bar codes are allowed, the potential problem of having 2 patrons with the same bar code is more likely to occur. Sarah McHugh is advising that we require barcode standardization as part of the EZProxy pilot. Libraries without standardized barcodes or with no barcodes could at least be given a unique 4 digit identifier.

Communication with OCLC leadership, which was a matter of some concern in the past, has reversed directions to the point of providing opportunities that would have been missed in the past. MSL was approached by OCLC for a hosted EZ Proxy pilot. OCLC wanted a public library with ILS support and tech support on staff. They needed a choice within 48 hours so MSL sent out e-mails to the larger public libraries. Due to various reasons, the only libraries that were interested and had the required abilities ended up being Flathead County Library and Missoula Public Library. Missoula Public Library was chosen. This pilot will authenticate into several sites. SirsiDynix has given a test license for this project for remote access.

Standardization needs to be a priority in the future. The council needs to start choosing things they wish to push to standardize and patron barcodes would be a good place. There needs to be a FAQ on the website with base standards for various projects and services. MSL will need to start requiring standard criteria in the future or the state will have to begin to pass up opportunities due to budget issues and the increased level of time and effort involved with dealing with nonstandard items.

Phase 5 of Montana Library 2 Go (OverDrive) begins July 1. Most participants are MSC libraries. The 1<sup>st</sup> annual meeting was held last week. There is currently about \$68,000 collected from the libraries for FY2010. In FY2009, participating libraries spent about \$67,000 of their own money on new content (LSTA covered several other purchases, including the \$45,000 opening collection). They are going to stick with the current format of audio books as they have chosen not to add video or other formats at this time. They are staying with a shared approach and aren't interested in adding items just for a particular library's patrons. A library can choose either 7 or 14 days for their patrons to have the materials. An executive committee and bylaws need to be created and a collection use statement developed.

There is a projected surplus of LSTA funds. Proposed project expenditures will be presented at the next meeting. There needs to be some developed plans for possible surpluses for the future so that the Council does not have to meet for every overage.

## **STATEWIDE PERIODICAL DATABASES RENEWAL:**

There was \$21,500 of end of year coal tax monies available to MSL providing they requested it and committed it by today. The choice was made to go with adding something to the statewide databases because the funds source was the same and there was no time

# DRAFT

for an RFP. Quotes were received from both GALE and EBSCO. Career Library from EBSCO was chosen at a cost of \$21,333.

There is \$317,495 per year available for subscriptions or these databases, a total of \$634,990 for the biennium. The costs to renew the same GALE and EBSCO services would be more than that, because the EBSCO "beyond the core" additional databases purchased in the Fall of 2007 were 12 month subscriptions which EBSCO extended to 20 months for the 2007-2009 contract. GALE is not increasing its total cost for the FY2009-11 biennium. EBSCO will not increase their 12 month subscription prices in FY10 but have indicated they will by 7% in FY11.,

GALE contract: All Montana will be moved to the latest PowerSearch version on August 1<sup>st</sup>. The Gale suite will stay the same with updates, but Gale will include a year trial access statewide to their Small Business Resource Center at no cost. The costs for the biennium for the Gale contract remain the same at \$575,000.

EBSCO: Cost of CINAHL Full Text, Environment Complete, Small Engine Repair for 1 year (9/1/2009-8/31/2010) would be \$64,260. Cost of 2 years of Automotive Repair Reference Center would be \$30,000. This means there is a \$34,270 gap across the biennium for renewing all existing databases for 2 years. This gap could be made up by re-allocating the \$21,333 previously mentioned from the end of year coal tax (instead of purchasing Career Library) and surplus from LSTA funds allocated for OCLC Group Services.

**Member Brown made a motion that the end of year coal tax money (\$21,333) and the LSTA surplus in OCLC Group Services be used to cover the subscription costs of the EBSCO databases for FY2010. Member McKinney seconded the motion. The motion was approved.**

A new RFP for statewide databases will be necessary in FY2011.

**OPEN SOURCE REPORTS:** Chairman Cooper referred to two reports from Ken Adams and Mike Price describing the Koha and Evergreen conferences.

**NEXT MEETING:** Member McKinney requested that meeting dates for the coming year be determined at the first fall meeting, based on upcoming activities and tasks during the year.

**ADJOURNMENT:**

**Chairman Cooper adjourned the meeting at 4:35 p.m.**