

NORTH TEXAS LIBRARY CONSORTIUM

July 9, 2009

Saginaw

Attending:

Adam Wright	NTRLs
Leanna Cowan	Alvarado
Kathy Gilson	Aubrey
Terese Progar	Aubrey
Pat Stegall	Bridgeport
Paul Waak	Haltom City
Gwen Bevil	Kennedale
Palen Bree	Mineral Wells
Pam Felt	Mineral Wells
Geoff Sams	Roanoke
Jesse Ephraim	Roanoke
Bill Flippo	Saginaw
Yvonne Flippo	Saginaw
Greg Clayton	Saginaw
Melody Leak	Saginaw
Sharon Warren	Saginaw

By phone:

Shae Tetterton	Equinox
Cecilia Barham	Decatur
Donna Pierce	Krum
Lanita Noland	Lake Cities

The meeting was called to order at 2:00.

Attendees introduced themselves.

Old Business:

MARC data extraction: Bridgeport, Crowley, Kennedale, Krum, Ponder and Sanger still need to send MARC records for their holdings. They should be in MARC format, not csv, text or any other format. When saving an extracted file, the format should be left blank, then the file will be saved correctly. Iowa State has extraction instructions (available through Judy Daniluk) or Lanita at Lake Cities is a resource who has been successful in extracting the data from InfoCentre.

Transaction Data Extraction: Adam reported the status of each library's data. During the discussion it was revealed that no patron or item checkout history will be migrated.

New Member Rules & Geographical Hierarchy: Via email, Cecilia suggested the following wording as an amendment to the Governance Policies, IV Membership: "4.

Consortium membership requires member libraries to participate in reciprocal borrowing with other member libraries.”

Pat Stegall moved that the wording be accepted for consideration at our next meeting. She further moved that we implement the Geographical Hierarchy suggested in the same email. Kathy Gilson seconded and the motion carried. Mineral Wells (as the wild card) opted to join the Central Area.

The Geographical Areas are as follows:

Southern Area: Alvarado, Crowley and Kennedale

Northern Area: Aubrey, Lake Cities, Sanger, Krum and Ponder

Northwestern Area: Bridgeport and Decatur

Central Area: Roanoke, Saginaw and Mineral Wells

Training: Members were reminded about the training schedule: Thursday, July 23, 9:00-12:00, Circulation; 1:30-4:30, Cataloging. Friday, July 24, 9:00-12:00, Basic Administration & Reports; 1:30-4:30, Advanced Administration & Reports.

Other Old Business: Secure Socket Layer – NTRLS will be buying a certificate so that the user interface will be easier to use (more friendly).

Other Old Business: Overdue Notices and Courtesy Reminders – Until the next release of Evergreen, the schedule for sending overdue notices will be consortium-wide. A discussion of an appropriate schedule resulted in the subject being tabled until the next meeting. Cecilia volunteered to draft courtesy and overdue statements.

New Business:

Barcoding: If rebarcoding of the collection is not complete, Equinox can pad shorter barcodes to create new numbers for those not yet barcoded. Patron rebarcoding may be done after “go-live” if they don’t overlap with other libraries’ barcodes.

Network Information: All libraries except Ponder responded to a recent request by Equinox for information about network configuration and speed of Internet connection.

Other New Business: Questions:

1. Shae responded to a question about receipt printers that most should work just fine.
2. In response to a question about minimum hardware requirements, Shae said that she would email the specs.
3. Instructions for downloading and installing the staff client will be part of the training.
4. A question about “home” library and issuing cards caused a lot of discussion, but no conclusion or consensus.

Other New Business: Circulation Policies – More uniform policies being desirable, it was decided to revisit Circulation Policies in November or December.

The next meeting will be held on Thursday, August 6 from 2:00 to 4:00 in Saginaw.