

## **SLENDS Executive Board Meeting**

August 18, 2017

Calhoun County Main Library

**Attendance:** Ray McBride, Leesa Aiken, Amber Conger, Faith Line, Meg Stroup, Kristen Simenson, Karen Brophy, Benjamin Hall, Scott Strawn, Charlotte Johnston, Carl Coffin, Robert Antill, Stuart Forrest, Ben Loftis, Rita Vogel, Alan Smith

**Approval of July 21<sup>st</sup>, 2017 Minutes:** motion by Charlotte, seconded by Faith. Approved unanimously.

SLENDS Brochure to be reviewed. Have a look at it and send comments. We will send it to you in editable format and you may use it as you choose. Numbers: we are now serving up to 1.5 Million residents based on census information. We have saved member libraries 60M over ten years.

### **Committee Reports**

#### **A. Cataloging**

Meg Stroup

- Site visits are ongoing.
- Deduplication proceeded without incidents  
The stronger record will always be the one to lead.
- Possible future project—revise deduplication script which is more specific to RDA

Authority control project: for everyone; hard copies were distributed. Total project will be 29,680.99. Includes updates of author, title, subject heading and series heading. Accelerated Reading Lexile enhancement.

Open ticket with Equinox' participation: extracting and reloading database. Limited cataloging freeze. No timeline yet with Backstage; will get together with catalogers. Does not anticipate any Evergreen slowness or downtime. No apparent cost from ESI.

Faith moved that we expend \$50,000 from the general budget and into the development fund in order to cover the expenses for authority control, and any unexpected costs which might be entailed. Leesa seconded, with a unanimous agreement from the board.

#### **B. Circulation**

Faith Line –working on a meeting on September 13<sup>th</sup> either in Columbia or Florence, favoring Columbia.

#### **C. Finance**

Eric Robinson—absent.

#### **D. Governance**

Nothing to report

#### **E. Systems Administration**

Alan Smith—meeting in late September or early October.; will send out a draft agenda

## **F. ICL**

Chris Yates—absent

Kristen—waiting on reimbursements; Cherokee doesn't need any assistance at this time.

Carl is adding a location to Colleton.

No serious problems with differentiation in weight. If anything, people are reporting differences in their favor, not ICL's.

## **G. Migration**

Charlotte Johnston

Ben reports that everything is going well.

## **H. Public Relations**

Scott Strawn

Nothing to report.

## **I. Website**

Nothing to report at this time.

## **Other Questions/Issues and Discussion**

Kristen: Finding good homes for weeded items.

Would like the process expedited by the adopting library adding them to its collection as soon as possible.

Faith suggested Kristin just withdraw those barcodes from her collection.

In future she will have her staff use a spreadsheet to keep track of the barcodes.

Stuart: Claims returned threshold.

Maximum of four does not block patron's account.

During one of the upgrades, this blocking mechanism went away.

Once a book is checked in from the shelves, the claims returned does not automatically come off the patron's record; it must be removed by a systems administrator.

Discussion ensued.

Conclusion: Each library will decide what they want to do with claims returned. Be sure to check the shelves before using this status. Also, be sure to call owning library if it's different from yours. Be conservative before using that status. Circulation committee will review this.

Claims Returned can be overridden.

Charlotte suggested we all get on the same page regarding a uniform policy before changes in the circulation policy.

Stuart will put in a ticket for Equinox to credit and remove claims returned once the item is found/returned.

Recurring reports: ESI

Charlotte---these reports are working well. Magazines and paperbacks are not included in circulation numbers---anything not cataloged. Those must be captured separately.

What needs to be enhanced?

Stuart: overdues report---sort by patron name. Any objections? No.

List of items in transit more than 7 days; why not extend it to 30 days? Agreed.

Ray is going to ask his tech services manager why she would like to have the numbers added, deleted report to occur every seven days.

Monthly List of missing items as of that day (“today”)

Purchase alerts—can Equinox break it down by branch?

Beaufort has 29000 in discard/weed. Can we not delete anything before 2014. Problem: if the barcode goes away, also the monetary history with it does too----will the history be retained? Charges should still be there.

Stuart will be doing research with Equinox. Can we delete records without ill effect? They will test it.

Charlotte moved that we make the changes as iterated by Stuart. Ben seconded. Vote was unanimous.

### **J. Bylaws committee**

Leesa: will meet through a conference call and revise.

Circulation changes are being tested. Ben is still having problems.

Has not gone “live” yet.

Next meeting will be September 15<sup>th</sup> after APLA at the location APLA designates.

Carl and Faith moved to adjourn, respectively. We adjourned at 11:55.

Submitted by  
Rita Vogel, Secretary.