SCLENDS Meeting Minutes
March 17, 2017

Attendance: Michael Kaltwang, Ray McBride, Pinky Harriott, Laurel Sharp, Ben Loftis, Ben Hall, Jason Hyatt, Rita Vogel, Alan Smith, Carl Coffin, Amber Conger, Chris Yates, Meg Stroup, Eric Robinson

Minutes: Motion by Carl to approve minutes from February 24, 2017, second by Ray. Motion passed unanimously.

Committee updates
- Cataloging- Meg introduced herself to the group and summarized her discussions with consortium catalogers. Meg's short-term projects include establishing a common foundation for all catalogers, including on-site RDA training. After this baseline is established they will consider quarterly CATWOG meetings.
  Rogan Hamby from ESI is currently deleting about 25,000 orphan records from our catalog. The group discussed the benefits of regularly scheduled deduping and database cleanup through ESI. Chris stated that this time must be purchased in blocks of 5 hours.
  Ray made a motion to add a line in the budget with $5,000 for database cleanup work, and authorizing Chris to purchase 5 hours now. Second by Carl. Motion passed unanimously.
- Circulation- none
- Finance- Eric presented the finance report. No changes since last month.
- Governance- none
- System Admin- There will be a systems administration meeting later in March.
- ICL- Chris reported that IMS is working on a new pricing model that includes minimum fees for locations with daily pickup but low volume. This may have a small impact on SCLENDS members but would not take effect until FY2018.
- Migration- none
- PR- none
- Website- Charlotte has provided Chris will copies of all back minutes and they are being loaded onto the website.

Other Business
- Retreat review and follow-up: The action items from the retreat were briefly summarized and discussed. Alan passed around a sheet of proposed shelving locations, as agreed by the group at the retreat, including the following shelving location standards:
  - Adult…
  - Young Adult…
  - Juvenile…
  - Fiction…
  - Non-Fiction…
  - DVD

  Rita made a motion to accept and implement these shelving location standards. Second by Ben. During discussion the motion was revised to indicate endorsement and support of the shelving location standards by all directors present, as several directors who participated in the retreat discussion were absent. The motion as revised passed unanimously, and will be officially voted on at the next meeting.
- Development needs: Ray discussed each item on the list of possible development projects, including web staff client, inventory module, claims returned fix, auto-renewals, catalog searching fix, enhanced reporting, serials improvements, and middle-of-the-night texts. The group discussed the importance, possible costs, timeline, and potential development partners for each of the projects. Chris will investigate some of these items at the Evergreen conference. As a group we will need to prioritize, price, and re-prioritize.

- 2.11.3 upgrade: Chris has contacted ESI several times but has not received a date for the production server upgrade yet.
- Miscellaneous: Our bylaws have not been revised in several years, during which time we have undergone significant changes in operations. The group discussed whether to consider revision.

Motion to adjourn by Ray and second by Ben. Motion passed unanimously.

Submitted by Alan Smith