MOUNTAIN LIBRARY NETWORK

Executive Board Minutes

June 9, 2014

Call to order: The regular meeting was called to order by Vicky Terry, chair-elect, at 10:35 am. Members present were: Ann Farr, Brian Raitz, Eva McGuire, Hope Nobel, Emilee Seese, Myra Ziegler, and Vicky Terry. Guests: Tammy Richards, Sarah Palfrey.

Minutes: The minutes for the annual meeting of May 2, 2014 were reviewed. Eva McGuire moved to accept the minutes as presented. Emilee Seese seconded. All approved.

Circulation Committee: Judy Gunsaulis reported for Paula Carter that the Circulation Committee was waiting to meet; they wanted to go through the Sierra migration first.

Cataloging Committee: It was brought to our attention that the headings reports in Millennium would not migrate into Sierra. Both Eva McGuire and Tammy Richards had sent emails notifying catalogers to try and do as much as possible by the end of the day on Tuesday. Tammy Richards will offline the remaining headings.

OPAC Committee: No report.

Go-Live: All logins are done. Workflows should be correct. Problems should be addressed to Tammy Richards. Every library should have Sierra icons by noon on Tuesday; if not, contact Tammy Richards. We should be down 4-6 hours on Wednesday, and all libraries should wait to hear from Tammy before trying to login to Sierra. Notices are not quite functioning, and Tammy will let everyone know when those are fixed. The entire MLN Executive Board thanked Tammy profusely for her dedication, hard work, and intact sense of humor/sanity. She has done an amazing amount of work, and we are all very grateful.

Election of Officers: Vicky Terry opened the floor for nominations for Secretary. Kristina Ferguson was nominated. Judy Gunsaulis moved we appoint Kristina Secretary. Emilee Seese seconded. All approved. The floor was opened for nominations for Chair-Elect. Judy Gunsaulis was nominated. Emilee Seese moved we appoint Judy Chair-Elect. Eva McGuire seconded. All approved.

Old Business: Judy Gunsaulis asked about the timing of the system backups. In the past, these backups have interfered with patrons trying to download e-books. Tammy Richards explained that, with the new system, we should be able to run backups without the system going down, thus making Judy Gunsaulis very happy.

New Business: Ann Farr suggested that the Executive Board consider condensing the amount of meetings from five to four per year. It was felt that the June meeting was typically light on activity and very close in time to the May Annual meeting. Ann Farr wondered if we could have a board meeting on the same day as the annual meeting in order to save everyone time. This topic will be put on the agenda for the September meeting.

In other new business, the topic of generic logins for catalogers was brought up. We had a few catalogers using “circcata,” “circcatb,” and “circcatc” as cataloging logins rather than their personal initials. Judy Gunsaulis moved that with the Sierra upgrade, all logins should begin with a library location, and be followed by the individual cataloger’s initials. ( Example: pcvjt). Myra Ziegler seconded. All approved.

Announcements: Ann Farr reported that CPPG money from the House may be used to cover the remaining cost of the Sierra software. If this happens, and libraries have already sent their payment to Brian Raitz, he will simply refund their payments. Thanks go to Brian for helping with our financial matters within MLN. His hard work is much appreciated.

Brian Raitz also agreed to run our statistics before the upgrade, in case any data is lost or corrupted during the migration.

The meeting was adjourned at 11:55 am.