

WYLD ILS User's Group Annual Meeting
Friday, June 10, 2016
Casper College, Casper, Wyoming

- I. Call to Order at 8:41 a.m. by Marci Mock, WYLD ILS User's Group President

- II. Roll Call of Delegates – Vice President Mary Jayne Jordan called the roll and ascertained a quorum of members was present: Brad Matthies, Katrina Brown, Susan Richards, Linda Herget, Jill Mackey, Paula Sabatka, Cindy Moore, Donna Capellen, Terri Lesley, Joan Brinkley, Cynthia Twing, Carey Hartmann, Michael Burris, Lisa Scroggins, Deb Sturman, Frances Clymer, Julie Henion, Marci Mock, Valarie Maginnis, Karen Jean Funk, Jo Otterholt, and Jamie Markus

- III. Additions or changes to the agenda – there were no changes. Michael Burris moved to accept the agenda and Susan Richards seconded the motion. The motion passed unanimously.

- IV. Approval of minutes from 2015 WYLD Annual Meeting – Steve Raza, the delegate for Johnson County was added as present at the meeting. A motion was made to accept 2015 WYLD Annual Meeting minutes with corrections by Terri Lesley and seconded by Karen Jean Funk. The motion passed unanimously.

- V. Reports
 - A. Committee Reports – all reports are posted on the User's page
 1. ILS Products Committee - Adam Van Sickle, chair, reported that they met several times over the last year. They were looking at products that other Enterprise users utilize. They selected Novelist Select and Library Thing as Reader Advisory products to investigate further. The committee will be doing trials with these products and reporting on them.
 2. Online Quality Committee – Cara Nett's report was represented by Marci who reported that the committee has been looking at updating the database guidelines which will go to the membership for review and then to the governing board.
 3. Training Committee - Debbie Sturman, chair, reported that they updated parts 6 and 7 of the Skills Checklist. Bobbi updated the Database cataloging and serials checklists. Their committee members have been campaigning to increase awareness of the checklists.
 4. Committee Appointments – Marci reported that there is now a Region 2 representative for the Online Quality Committee, Edie Phillips as well as Region 4, Betsy O'Neil. The Training Committee has found replacements for Region 1 and 3 representatives. There was a question about how items that be may be of interest to the ILS Products Committee should be brought to their attention. Marci said to let Adam Van Sickle know and he will determine if it is of interest to the ILS Products committee or needs to be moved along to another committee.

 - B. Other Reports
 1. Governing Board report - Marci, Chair, welcomed everyone. She thanked Casper College, Brad Matthies and University of Wyoming for the use of the facility. She mentioned all of the new library directors we have across the state. Marci thanked all who served on the governing board this past year and hello to new members. She also thanked those who served on the Ad Hoc WYLD Card Policy Committee. Marci said the next thing the Governing Board will be looking at is the Delegates Handbook, then the Annual Meeting Handbook. There are other documents that have not been produced recently and we hope to get back to working with those documents. She encouraged everyone to communicate

within the membership, there is a tremendous amount of information that is disseminated, so please read those emails and communicate with each other. Marci said the Skills checklists that the Training Committee has been working on is a wonderful tool and encouraged everyone to take a look at it. Marci also thanked the WYLD office for their support. Mary Jayne mentioned the email lists that are good for getting information and making sure you are on the lists to receive information as well. She added that communication is huge with our group, there are lots of emails. Carey Hartmann thanked Jill and Marci for reinvigorating this group and making it viable again.

2. State Librarian report – Jamie Markus, Interim State Librarian, reported that a lot has been happening at the state library; 4 librarians have retired and been replaced. New teams have been created and there is lots of energy. Jamie reported that when the governor announced a hiring freeze and budget cuts, the staff and Shared Purchases Committee came together and decided what items could be cut from the budget and looked for funding in other places. Jamie said things are good, even with the eight percent budget cut from the governor's office. Things that have gone away are Reference USA, Mango (but was picked up by UW), Ebsco Omnifile and One Book Wyoming and The Round Up magazine. Sirsi, VDX, OCLC and Wyldcat are not going away. A taskforce was formed to look at the databases and did a needs assessment of the GoWYLD Databases. There are contingency plans in place if more cuts are needed. The state library has been very diligent in informing decision makers to the importance and funding needs for the libraries in the state. Good things are happening at the state library. Baker & Taylor 360 has been paid for by Central Acquisitions, \$600,000 has been saved across the state by moving purchases to Central Acquisitions. Sirsi servers have been moved to Green House Data. Some fun things that have happened at the state library are the digitization of 50 years of state legislation, the revitalization of the Outrider newsletter and a new website as well as new branding for GoWYLD and the state library. New relationships are being forged with other state agencies like the Department of Education. Jamie said next week will mark his 12 month anniversary as the Interim State Librarian. The state librarian position is still going to be filled and there is a plan in place for that. Jamie said he and Brian are working on the business case for the WYLD contract with Sirsi and will submit that next week, but hopes to be moving to Software As A Service (SAAS) within the next year because there are several members of the WYLD and state library staff that could retire at any time. We want to be in a position where if one or several of the staff retired, things would still run fairly smoothly. Adam thanked the WYLD support staff for all of their support.
3. WYLD Support Team report - Brian Greene repeated that the staff has an incredible amount of experience that will be hard to replace, so that is why they are investigating SAAS, which will be very helpful when, and if the members of the team decide to retire. They are working on succession planning. Brian said that they have been developing playbooks for a variety of circumstances, in case one of the members of the staff were to leave abruptly. There is no need for concern. Business continuity is very important to the WYLD and state library staff. Again there are things in place for a variety of eventualities. Brian talked about Strategic Partner Program (SPP) in which they are working with Sirsi on other modules like ILL in a beta testing environment. This will not affect the day-to-day functionality of the consortium. Brad Matthies asked about the ILL product and how it will work. Brian said the ILL product would be a competitive product that will work on an international scale along with other ILL products, more intuitive than VDX. Brian talked briefly about the fact that the WYLD consortium is not a non-profit organization, but the state library works on its behalf. There may be some future discussions about WYLD becoming its own entity. Brian said the

servers that we use are getting older and it would be to our benefit to move to the cloud environment that is what Sirsi is using, called BLUE Cloud. BLUE stands for Best Library User Experience. SAAS, is a Sirsi Dynix cloud server and will provide the best user experience. The servers we use are at Green House Data which had very good security. Sirsi has national and international security certification that most ILS competitors do not have. Brian talked about how the WYLD staff works and that it may be to our benefit to contact the office via email. That way we can include screen shots and more particular information that would be helpful for them to help us resolve issues. This is also helpful when the WYLD staff needs to contact Sirsi for help. Jo Otterholt commended the WYLD staff for their wonderful customer service. Susan Richards asked a question about the timeline for starting with the new ILL component. Unfortunately, Brian could not pinpoint an actual timeline. They will have a better idea when the products have been tested in similar environments to ours and our people are ready. Brian talked about the road maps that Sirsi has available on their website so that we can see where products in development are and how they are moving along. There was also a question about SAAS and Blue Cloud affecting all the modules we have now. Brian said there should be no affect because most of us are using Enterprise and we are using parts of the cloud now. Sirsi is working on the modules in pieces because they are inter-related. BLUE Cloud will be accessed via the internet. It will take the place of Works Flows which is fairly unstable through Port 5100. He hopes to have the pilot up and running by quarter 4, maybe even quarter 3. Blue Cloud Analytics is coming and will be able to incorporate non-ILS data. Brian encouraged anyone with questions to contact the WYLD office and all new directors to attend the New Directors Orientation.

4. WYLD Card Policy Ad Hoc Committee report - Jill Mackey reported that the committee was formed at the beginning of the year to look at the WYLD Card Policy because of an inquiry on one of the WYLD Governing Board Conference calls. It was realized that the WYLD Card Policy had not ever been revised since its inception in 1999. It was decided that a committee would be formed with the charge to review the policy and make it more current. The committee consisted of Jamie Markus, Jason Grubb, Jill Mackey, Kashawna White, Donna Capellen, Danica Sveda, Brian Green, and Marci-when needed. The charge of the WYLD Ad Hoc Card Policy Committee will consist of representatives from academic, public-large and small, and special libraries, including the interim state librarian. Libraries within the WYLD ILS User's Group are required to participate in statewide borrowing and lending for patrons holding WYLD library cards. The purpose of this policy is to insure uniform borrowing standards that enable Wyoming patrons to use the facilities of any cooperating library in Wyoming. Individual libraries may have more lenient policies. This committee is hereby charged to review, edit, and update any WYLD card policy. They had three conference calls in January, February, and March. There were some great discussions, some heated at times. The changes were proposed and approved by the governing board. There were several concerns. One item of concern was if a borrowed item, valued over \$25, was not returned, the owning library could apply to the Wyoming state library to re-coop the funds. The state library does not have such a policy nor do they have such a fund. This item was removed from the Card Policy. Another point of concern was the issuance of permanent cards to out of state residents. A request was made by the state library that wording be inserted in the policy that the state library be contacted prior to the issuance of a card to an out of state resident. There are contract issues that they have on behalf of the consortium regarding use of our resources. A third concern was fees or fines owed to an academic library by a patron who is applying for a card at a county library. Normally, when a patron comes in and has a card from another county and wants to transfer their card to the new county, they were "required" to

take care of those fines or fees first. That language has been changed to “strongly encouraged.” When collecting fines or fees from other libraries, if the amount is under \$5, there is no need to send the money to the other library. When the amount is over \$5, please send the money to the other county library. The colleges requested that fines and fees not be collected because there are other parts to that student’s records that need to be noted when the fines or fees are paid. The final concern was who actually owns the patron records. The ownership of the records is not with county libraries. The ownership of the records is with the state librarian. Thus wording has been inserted to the policy that “the state librarian is the custodian of the records.”

Carey Hartmann voiced concern that the process of policy revisions is to take the policy revisions to the governing board before the membership sees the revisions should be revised. She was not sure that the voice of the majority was heard concerning these revisions and the governing board has already approved them. Carey checked with the library that had the concern. They have worked out a process. When the card policy was finished, it was sent to the governing board for approval. However, the governing board did send the changes to the membership before they voted on it. Carey thought that it might be a better process to be able to discuss the changes as a group at the annual meeting instead of have the governing board approve the changes first.

Jill thanked everyone who worked on the committee. She was very appreciative of everyone’s time and thanked Marci for her input.

VI. New Business

A. Network Election—Ad Hoc Nominating Committee : Marci Mock, Mary Jayne Jordan, Jo Otterholt, and Paula Sabatka

Marci announced the new members of the governing board:

Small Public Library Representative – Joan Brinkley

Member-At-Large Representative – Rebecca Schuh

Marci reminded everyone of the other governing board representative:

Academic libraries—Brad Matthies

K-12— Paula Sabatka

Large Public—Kate Mutch

Special—Jo Otterholt

And encouraged everyone to contact their representatives or anyone on the governing board with concerns or questions. Jill mentioned that Marci and Mary Jayne have another year in their positions. She encouraged everyone to think about the positions that will be open next year.

B. Discussion - SirsiDynix Update, Marci talked about the information they learned at COSUGI. Brian Greene asked the membership if we should have the Sirsi folks at our meetings. He provided some examples of different Sirsi folks that would bring great information to us. There was some discussion and suggestions were made as to what Sirsi could provide for us.

C. Discussion -- 2017 Annual Meeting –. There was some discussion about possibly using other cites, but in the end Brad was asked to host the annual meeting in 2017. Brad said he would be happy to as long as the college agrees.

D. Other WYLD Network Business or Announcements – Marci asked if there was any other business or announcements. Cynthia Twing reminded the members that Johnson County Library will be having a grand reopening on June 20. Marci announced that there will not be a governing board call in June. Katrina Brown from Sheridan College who is the President Elect for WLA said the Executive Board for WLA is considering

cancelling the conference in September due to budget cuts across the state. She said they are considering other types of gatherings, possibly online or regional types of events.

VII. Adjournment of the WYLD ILS User's Group Annual Meeting
The meeting was adjourned at 10:42am

Respectfully submitted,

Linda Herget

Approved 6/2/2017.