

OWLSnet Administrative Advisory Committee Meeting

Door County Library, Sturgeon Bay

August 21, 1998

Present: Rita Schiesser, Ann Schmitz, Algoma; Kathy Beck, Maggie Ernst, Michael Nitz, Appleton; Carol Luepke, Bonduel; Kathy Mitchell, Clintonville; Linda Malmgren, Ephraim; Mary Seggelink, Florence; Carolyn Habeck, Hortonville; Elizabeth Berkholtz, Iola; Debbie Meixensperger, Carol Rausch, Kaukauna; Linda Vogel, Kewaunee; Pam Ellingson, Lakewood; Ellen Connor, Manawa; Nancy Krei, Marinette; Janet Reidenbach, New London; Mark Merrifield, Jody Parworth, NFLS; Jeanne Waschbisch, Oconto Falls; Kathy Whitt, Seymour; Mike Hille, Shawano; Becca Berger, Joe Clabots, Judy Ellenbecker, Sturgeon Bay; Peggy Slicer, Tigerton; Lucie Erickson, Weyauwega; Alene Newcomb, Wittenberg; Beth Carpenter, Rick Krumwiede, Barbara Strauss, Kathy Houlihan, OWLS.

1. Call to order

The meeting came to order at 9:40 a.m.

2. Minutes of June 19, 1998 meeting

The minutes of the June 19, 1998 meeting were accepted.

3. Brief reports

a. Status of network members

Mark Merrifield, NFLS, reported that he had a budget meeting with Rick Krumwiede. Nicolet will support OWLSnet and offset OWLS costs. Up to six more Nicolet libraries in Oconto, Shawano and Marinette counties will be automating with the help of LSTA and NFLS funding.

Maggie Ernst, Appleton, reported that she is no longer the head of circulation. Maggie has taken a position in the reference department and her new title is Reference & BI Librarian with responsibility for the Wisconsin Collection.

Mary Seggelink, Florence, is working on fundraising for their building project.

Jeanne Waschbisch, Oconto Falls, said it is quiet at her library.

Carol Rausch, Kaukauna, reported that their Summer Reading Program was a success. Carol also reported that Kaukauna received a grant for \$2500 from International Paper for CD-ROMs. Their Internet policy has been approved. They are current reading shelves and doing repairs on materials.

Linda Malmgren, Ephraim, is working on nonfiction.

Joe Clabots, Sturgeon Bay, is catching up on the backlog of records to convert to OWLSnet.

Becca Burger, Sturgeon Bay, said although Sturgeon Bay is up they are still using the Data Trek system a little. Becca said they have a good staff dealing with the transition.

Judy Ellenbecker, Sturgeon Bay, reported that she likes GEAC. Judy had some large print books to give away.

Kathy Whitt, Seymour, said they are working on long range planning and are hiring a replacement for a staff member who resigned.

Pam Ellingson, Lakewood, is still barcoding. Their circulation is double during the summer. They had success with their summer reading program, due in part to awards with beanie babies.

Nancy Krei, Marinette, reported that their new carpet has been installed. Nancy is still working on problems with their new Gateway personal computer.

Mike Hille, Shawano, said their state documents and pamphlets should start showing up in OWLSnet. Shawano has a grant for a sesquicentennial program.

Jody Parworth, NFLS, reported that this was her 12th year with Nicolet. Jody has been helping Sturgeon Bay with barcoding/getting records twice a week.

Ellen Connor, Manawa, reported that their technology plan has been approved by DPI. Also, their CAT5 wiring has been completed. Beth visited recently also.

Elizabeth Berkholtz, lola, is retiring on October 2nd. They are having her retirement party on that day. Watch for more information. Elizabeth is interested in becoming a library board member after her retirement from the lola library.

b. Implementation update: Door County Libraries

Door County is circulating to patrons but still has more barcoding to do. Barbara Strauss was proud of the Door County libraries for bringing up circulation during their busy season. The branch libraries still need orientation to CL-CAT, but will waiting until after Labor Day.

c. Status of the TEACH and E-rate programs

Eligible libraries will move their OWLSnet telecommunications to new T1 lines. The process involved a lot of paperwork. Mark Merrifield and Rick Krumwiede have filled out required forms for libraries for E-rate and TEACH funding. E-Rate forms 471 have been approved. OWLS met with Frontier and there will be no buyout fee to break the contract. Rick is working with Frontier on a proposal to add T1 lines for TEACH non-eligible libraries.

d. Other

Power shutdown on Sunday, August 23, 1998

The power will be out at the Appleton Library starting at 7:00 AM until approximately 10:00 AM. There will be no access to OWLSnet during that time.

OWLS & NFLS representation at Geac National User Group meeting, September 16-19, 1998

The Midwest User Group is now the National User Group and will meet in Moline, IL. The 3-day meeting will include topics from circulation to high tech. OWLSnet is looking for one person from OWLS and one person from NFLS who would be interested in attending. The system offices will cover the expense. [Carolyn Habeck, HPL, will attend.]

Change date for September AAC meeting

The September 18 meeting has been canceled because it conflicts with the National User Group meeting and Rural Library Conference.

[AAC meeting dates & locations for 1999.](#)

Let Barbara Strauss know if your library is willing to host a meeting on one of the open dates.

7. BADGERLINK (State Reference Database): an update

UMI and EBSCO are available from BADGERLINK. Beth Carpenter reported that she had no trouble getting into EBSCO, but there was a change with UMI and she had trouble getting in.

FVLC will provide training at Lourdes Academy in Oshkosh on at 10am September 11. Contact Greta Thompson if you are interested in attending. NEWIL will provide training at St. Norbert College on September 16. Contact Terrie Howe if you are interested. OWLS will provide training by Evan Bend in the OWLS training room. Look for announcements.

4. Break - tour of the library

5. Resource Sharing work group: results from their meeting

The Resource Sharing work group met on July 23. The Shared Automation Network Bylaws state that OWLSnet members agree to lend circulating materials listed in the OWLSnet database to other participants in OWLSnet. Since exceptions for high demand items have been allowed, a draft of an OWLSnet Resource Sharing Policy was prepared and distributed at the meeting. There was no consensus on the draft policy; additionally, various practices were discussed. It was decided that libraries should e-mail their input to all AAC members and the committee would meet again and put together another draft before the next meeting. The Resource Sharing work group will also draft a policy on new and browsing collections.

Among the issues discussed:

- delivery equality
- changing parameters to allow only local or only system holds
- what to do with leased books
- desire for new browsing collections -- not eligible for the picklist
- inconsistent way various libraries handle high demand, new and browsing materials

6. Proposed change in the OWLSnet Borrower Card Policy to allow Milwaukee County residents to have OWLSnet cards

Under the current policy, residents of Wisconsin except for Milwaukee County are eligible for OWLSnet cards. All counties except for Milwaukee County have an intersystem on-site borrowing agreement with either OWLS or NFLS. The AAC members did not recommend making OWLSnet cards available to Milwaukee County without first approaching Milwaukee County for an agreement. Rick will contact MCFLS to talk about an agreement.

8. Review OWLSnet Internet Policy

A draft of the OWLSnet Internet Policy was distributed. It was the consensus to approve the draft.

9. Next meeting

The next meeting will be October 16 at 9:30 AM at the Shawano City-County Library.

The meeting adjourned at 1:35 PM.

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Error Messages

A problem was reported with various error messages including a "transaction lost" message. If you receive a "not authorized" screen, contact Barbara Strauss. Note: Libraries are authorized to delete item records but not title records.

Poor Response Time

The T1 lines will help with slowness caused by the graphical Internet use.

Thermal Paper

When patron leave their due date slips in the hot sun, the paper turns black and is not readable.

Statistics for State Report

OWLSnet will provide information needed for the state reports.

C-flies

C-fly items with statistical categories=0 on your Item List Reports should be checked in and deleted. Some of these are caused by scanning problems, because of the system capability of reading short barcodes (that do not have a check digit).

Two-window Envelopes

Ordering two-window envelopes has been moved to the top of the list.

TEACH competitive grants for training and support

Some libraries may be invited to co-sign on a grant with local school districts or CESAs for training and support of Internet use. You are encouraged to participate if asked. This is one of the TEACH grant categories, which has not be awarded yet.

The Users Group meeting adjourned at 2:15 PM.