



V-Cat Meeting Minutes

Thursday, February 2, 2017 9:30 a.m.
Marathon County Public Library, 300 N. First St., Wausau, WI

Call to Order and Announcements:

S. Bedroske called the meeting to order at 9:30 a.m. Roll call was taken and a quorum was present.

Members Present:

J. Jochimsen, C. Taylor, V. Calmes, M. Gobert, S. Bedroske, F. Albrecht, T. Hall (proxy for Kay Heiting), M. Stachowiak, E. Schwartz, M. Taylor, C. Hart, V. Roberts, T. Blomberg, E. Brewster, M. Dunn, C. Celestina-Smith, and J. Paulson.

Via Go To Meeting: D. Korenuk, K. Metzke, C. Huston, J. Beloungy.

Also Present:

L. Meyer, D. Litzer, I. Christman, A. Hamland, C. Luebbe, M. Derpinghaus, R. Hitt, and K. Roesler.

Absent:

E. Clarkson and L. Petersen.

Approval of the Agenda:

C. Taylor moved to approve the order of the February 2, 2017 V-Cat meeting agenda, E. Brewster seconded. Motion carried.

Approval of the November 3, 2016 Minutes:

M. Dunn made a motion to approve the November 3, 2016 V-Cat meeting minutes as amended, E. Schwartz seconded. Motion carried.

V-Cat Financial Report:

- M. Stachowiak asked about “future ILS enhancements” on the December budget report. I. Christman confirmed that that budget line was for future ILS development. She also mentioned that the MCPL invoice for the phone line was increased last year due to an increase in cost from Charter. Money was taken out of the contingency fund to cover the unexpected expense. WVLS and MCPL are investigating whether four lines are needed and a potential move to a new Innovative product called i-tiva that could save money.
- I. Christman noted the incident where the WILIUG Treasurer was scammed into transferring funds for a false conference expense invoice. V-Cat is a member of WILIUG and will keep V-Cat updated.

M. Stachowiak made a motion to approve the V-Cat Financial Report, C. Taylor seconded. Motion carried.

Innovative Representatives: Dennis Carter (Business Director) and Michael Monroy (Sales Engineer) presented new and developing modules to the V-Cat Council.

Decision Center (M. Monroy)

- Demonstrated new Decision Center features where reports can be scheduled to run and emailed to staff.
- I. Christman noted that Web Management is the recommended tool for creating circulation reports rather than Decision Center. Refer to CS Direct materials on “Data Drift” for more information.
- M. Monroy noted that system administrators can use SQL query software to run different circulation reports but this would require either additional training or to have SQL programmers on staff.

Mobile Work List Demonstration (M. Monroy)

- M. Monroy demonstrated mobile work list using an iPhone. Mobile worklists is a native iOS app that makes materials handling and management tasks more efficient, saving time and paper for library staff.
- A report must be in Sierra Create List review files for the Mobile Work List app to access it.
- M. Monroy created a weeding list in Decision Center, imported the report into review files in Sierra Create Lists, and accessed the report in the Mobile Work List app on his iPhone. The report can be edited on a device and exported back into Sierra or emailed to staff. iOS devices also have a barcode scanner feature that can be used to add items onto a mobile worklist.
- Mobile work list is not available for Android devices only iOS. Innovative is not pursuing coding for Android.

Other Topics (M. Monroy)

- M. Gobert asked about the SQL query tool that can be used to create a “New Non-fiction Books” scrolling display on a library website. Monroy noted an alternative product to SQL was called Railo 4.2. Gobert noted WVLS would like to pull a new fiction list from all WVLS member items to populate a “New Fiction” list. Cameron University has accomplished this by using an API call written by web developers. Innovative can recommend developers who could create this for WVLS.

Create List

- Staff can access Create List by accessing the Browse Query function and store saved reports/queries. Create list is a program used by staff that brings records together, using Boolean logic, into a review file based on common denominators. At the time of the search, the records in the list met the criteria listed in the search. Create Lists provides you with the ability to view records live or to export a snapshot of the data.
- There is an enhanced option that has a more user friendly user interface for more experienced staff that want to run more advanced queries.
- The JSON option is built for staff who are more experienced with web writing. The JSON tool can be converted from the web language to the Create List format. It is used as a translator tool for IT staff more comfortable in web writing.

Create List Report Scheduler in Sierra (M. Monroy)

- The scheduler tool can schedule a limited number of reports accessed through the Sierra Administrator Web App which requires a log in.
- The Sierra Scheduler Tool uses saved queries in the Create List review files to schedule reports (e.g. once a month).
- Staff can schedule automated reports with a saved query to send a report to a list of email addresses in excel or pdf files.

New! Electronic Resources Management (ERM) (M. Monroy)

- Sierra can access database use (e.g. Academic Search Complete) statistics from vendor servers to help determine if subscriptions should be renewed. M. Monroy noted that OverDrive statistics could also be collected after further work with OverDrive. This tool is more prevalent and relevant for academic libraries.

Work Streams – Prototype of New Knowledge Base

- Work Streams is the working template of a new Sierra dashboard useful for library management.
- The dashboard will be able to capture staff conversations regarding library resources.
- The dashboard will also integrate patron interaction e.g. purchase suggestions and Sierra reports. Library staff can communicate with patrons who have submitted purchase suggestions and other communications.
- Acquisitions, create lists and all modules will be integrated into Work Streams gradually. Work Streams is designed to be a one-stop-shop for library staff and administrators.

Other Topics

- D. Carter noted that Innovative is working toward one ILS product using the benefits from all Innovative ILS products (Polaris, Sierra, etc.) offered through a cloud service instead of an individual software purchase. Pieces of this final service will be rolled out as they are built.
- M. Gobert asked where is the best place to learn about SQL and API products. M. Monroy noted Innovative Developer Network and SQL classes.
- D. Litzer noted there is a message displayed after a list has been printed and the creator moves to close the module. M. Monroy recommended he submit a ticket with screenshots.
- C. Heitman asked if Sierra can be hosted on Sierra virtual servers instead of library system virtual servers. D. Carter noted that Innovative is moving to Amazon Web services instead of maintaining a data center and hardware.

Appoint Nominating Committee: S. Bedroske appointed Nominating Committee Chair M. Dunn and asked for volunteers for the nominating committee to find candidates to serve as the 2018 V-Cat chair-person. M. Gobert and T. Blomberg volunteered to serve on the committee.

Bibliographic / Interface Committee:

V-Cat Bibliographic/Interface Committee Chair, updated the Council on the following:

- **Discovery Product Update (EDS)** (C. Luebbe)
 - C. Luebbe noted there has been an increase in database, Novelist, and research starter use.
 - C. Luebbe reminded attendees to work with Inese to insert the EDS search box into their website. I. Christman noted V-Cat is still waiting for response from EBSCO regarding a stable link for the new enhanced search box.
 - M. Gobert stated a barrier to inserting the enhanced search box into websites was that new titles are only updated every two weeks instead of immediately. I. Christman noted we are still waiting for the implementation of the Sierra API from EBSCO to achieve immediate updates.
 - M. Gobert asked if individual libraries can see if their patrons are using the enhanced catalog. I. Christman displayed report from WVLS Board of Trustees Exhibits. I. Christman will investigate if there is a staff log-in for libraries to harvest enhanced catalog usage data for individual libraries.
 - E. Brewster asked for in-person Create List training.
 - I. Christman noted there are training guides on how to use create lists but will work with A. Hamland on possible materials and videos.

- M. Gobert asked if WVLS would explore using scheduler for creating daily reports (overdue, billed items, etc.). I. Christman will investigate and provide update at the next V-Cat Council meeting.
- **Promotion/Marketing:** (E. Brewster)
 - E. Brewster reported that Three Lakes staff are creating a one-page document on searching the enhanced catalog for patrons. Directors should continue to provide feedback and suggest new marketing tools.

Report from Nominating Committee: Chair M. Dunn nominated Erica Brewster for 2018 V-Cat Chairperson.

Election of Officers: S. Bedroske called for other nominations from the floor, none were given. The Nominating Committee chair moved to accept the nomination of E. Brewster as the 2018 V-Cat chair. M. Taylor seconded. Motion carried.

Other Sierra Topics:

- I. Christman noted as of February 1st, 2017, WVLS will pay for cyber security insurance for patrons for 2017. This policy will cover V-Cat solutions used by member libraries but no other services.
- I. Christman gave an update on progress with the WVLS Sierra server virtualization project. Gus Falkenberg virtualized IFLS ILS servers last fall and will work with WVLS to virtualize the Sierra servers in April.
- I. Christman stated there will be a WVLS / V-Cat Steering Committee to assist with the development of the 2018 V-Cat Budget Draft in March before the budget is presented at the V-Cat Council meeting in April.
- I. Christman stated ecommerce money will be distributed three times per year. M. Stachowiak noted lost items paid via ecommerce will have "0" displayed in a patron's fines paid screen in Sierra and in the check-in location in the item record.
- C. Heitman outlined the error messages that have appeared on patron computers accessing the WVLS catalog. Malicious activity occurred on a few WVLS associated websites. Norton flagged WVLS websites as malicious which triggered patron messages. WVLS Tech Team has resolved the issue.

PLSR Project ILS Workgroup Update: I. Christman noted that the PLSR workgroups are restarting after the holiday break. Check the plsr.info website for model presentations, town hall recordings, and complete information.

Annual Reports/Statistics: I. Christman asked for Annual Report questions. None were given.

Cooperative Circulation Committee:

- S. Bedroske appointed K. Roesler and M. Stachowiak to serve as co-chairs of the Cooperative Circulation Committee.
- M. Stachowiak gave an overview of Cooperative Circulation Committee duties.
- M. Stachowiak asked for volunteers from each county. E. Schwartz, V. Roberts or new Adult Services Librarian from Rhinelander, T. Blomberg, and M. Gobert volunteered. Clark and Langlade County, please send an email to M. Stachowiak with any volunteers.

Other Sierra Topics:

- C. Luebbe noted the 959 field will be discussed at the next Bibliographic Committee.
- I. Christman asked for other topics for Sierra Snacks for future V-Cat meetings. E. Brewster suggested creative searches in create list.
- M. Stachowiak asked about placing holds for book clubs. V-Cat training guide recommends to place an item level hold on books otherwise all holds land on one library's pull list. Once that hold is filled, the remaining holds must wait until the hold moves to another library. M. Dunn noted that sometimes the item-level holds do not work correctly. The person placing the hold should check to see if the hold is moving properly.
- M. Gobert noticed that item paging lists are delayed when staff chooses to email paging lists.
- S. Bedroske noted that February 3rd, 2017 will be Director Justine Paulson's last day at the Withee Public Library.

Request for April 13, 2017 Agenda:

S. Bedroske asked for items for the April 13, 2017 V-Cat meeting agenda. No agenda items were suggested.

Adjournment:

C. Taylor moved to adjourn the meeting. J. Jochimsen seconded. Motion carried. The meeting adjourned at 12:03 pm.