V-Cat ILS Evaluation and Review Committee

Meeting Notes for Thursday, December 8, 2022

This meeting was held remotely via GoToMeeting.

1. Call to Order

    The meeting was called to order at 9:31 a.m. by Committee Chair A. Johnson.

2. Roll Call

    Committee members present: A. Polinski (Rhinelander), M. Pregler (Antigo), E. Brewster (Three Lakes), H. O'Hare (Tomahawk), K. Heiting (Granton), M. Handel (Medford), A. Johnson (MCPL), C. Luebbe (MCPL), R. Metzler (WVLS), K. Zimmermann (WVLS).

    Others present: J. Johnson (NWLS)

3. Approval of Agenda

    E. Brewster moved to approve the agenda, seconded by K. Heiting. Motion carried.

4. Approval of Prior Meeting Minutes

    H. O'Hare moved to approve prior meeting minutes, seconded by M. Pregler. Motion carried.

5. Report of Information Request

    The committee received an open records request from a vendor not selected for a demo (Sirsi Dynix), asking for information about the committee's selection process. K. Zimmermann sent them a link to the V-Cat ILS Evaluation & Review Committee page on the WVLS website. All of the RFI information not marked confidential is viewable there, including: Meetings & Materials and the ILS Review Timeline/Gantt chart.

6. Review Draft Sierra Survey

    The survey for Sierra will be similar to the survey for other vendors, however it is not possible to rate Sierra against itself. It was suggested that the survey ask "Did you notice any available features that your library is not using now?" instead.

7. Discuss/Develop Survey II to Rate and Rank Products

    General features/ideas discussed:

    Needs of consortium and individual library addressed

    Rank products in a certain area (ex. Circulation – Sierra 1 Koha 2 CARL 3)

    Survey questions choose a number for each

    Simplicity

    Include space for outstanding questions

    Product recommendations

8. Design of ILS Evaluation Committee's Rating Survey

      This was discussed along with the discussion about survey II to Rate and Rank Products See Item 7.

9. Possible Discussion of Koha and CARL Demonstration Survey Results

      Sierra demo: December 14 & 15
      Survey results received to date:
            Koha 20
            CARL 11
      The committee discussed what can be done to obtain more responses. Several challenges were noted: library staffing issues, holidays and the fact that not everyone went to every part of the demos. The committee agreed to extend survey deadlines.

10. Review Overall Process and Timeline

      K. Zimmermann will keep the committee informed of the number of survey responses received and push out reminders to the V-Cat libraries (including Monday Mentions) to complete the surveys by January 10. The previously scheduled January meeting will be skipped in order to have time to compile results. Goal of completing Survey II by February 3.

11. Request for Future Agenda Items

      Survey II results
      Discuss site visits
      Input from other library systems

12. Set Next Meeting Date

      Thursday, February 9, 2023.

13. Adjournment

      K. Heiting moved to adjourn, seconded by M. Handel. Motion carried. Meeting adjourned 10:49 a.m.

1/11/2023 C. Luebbe, Recorder