

V-Cat ILS Evaluation and Review Committee

Meeting Notes for Thursday, June 8, 2023

This meeting was held in the WVLS office and remotely via GoToMeeting.

1. Call to Order

The meeting was called to order at 9:35 a.m. by Committee Chair A. Johnson.

2. Roll Call

Committee members present: A. Greenhaw (Rhinelander), M. Pregler (Merrill), 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. Bauer (MCPL), J. Johnson (NWLS).

3. Approval of Agenda

M. Pregler moved to approve the agenda, seconded by A. Greenhaw. Motion carried.

4. Approval of Prior Meeting Minutes

C. Luebbe moved to approve prior meeting minutes, seconded by M. Pregler. Motion carried.

5. Update from the NICE Project

Updates are available on nicelibraries.org and linked on the V-Cat Consortium portion of the WVLS webpage. Next meeting is June 20. Final report is expected by the end of June.

6. Review of New Information Gathered

- Acquisitions
K. Zimmermann consulted D. Lacy (MCPL Acquisitions) and shared the reports run in Sierra with Bywater staff to see if Koha can produce them. D. Lacy was particularly interested in ensuring that both the Estimated Price (which is the Encumbered Price) and Actual Price (which is on the invoice) are preserved in the order or item record and the differences are also reflected in the Funds. It appears Koha has this capability. K. Zimmermann is still waiting for information from Bywater about libraries which have migrated from Sierra to Koha, and whether they use Acquisitions.
- Cataloging
R. Metzler demonstrated Koha cataloging. She showed the differences between the Basic and Advanced editor and noted that it is not possible to toggle between them until the bib has been saved to the catalog. She demonstrated navigating the interface and the steps needed to view records side by side. She also touched on overlaying and merging of bibs and creation of item records. The committee decided to assemble a test group of catalogers with varying levels of experience in order to gauge everyone's comfort level

with the interface. A Doodle poll will be sent to possible interested parties, and the (virtual) meeting will be held soon so that there is time to finalize the list of cataloging questions for Bywater by the end of June.

- Reporting
There are three basic methods for creating reports: Guided reports, SQL and Canned (which are editable). The committee also needs to learn if there are options equivalent (or close) to Sierra Global Update, Rapid Update, Importing and Ad Hoc reports. Consensus was that the committee feels unable to evaluate Koha's reporting function without additional training with Bywater.
- Offline circulation testing
R. Metzler reported that she tested Offline circulation at home during a period of poor internet. Informally, she felt that Koha was slow at times, but remained functional. Sierra, however, froze during the same period of poor internet, and needed to be restarted.

7. Assessment of Further Information Needed

Covered under 6. Review of New Information Gathered.

8. Discussion on Final Report Requirements

K. Zimmermann presented an outline of the elements needed in the final report, to include: Executive Summary, Overview of Process, Survey Results Summary, Site Visits Review Summary, Koha Summary, Sierra Summary, Final Evaluation, NICE Project Overview and Considerations, and Recommendation to V-Cat Council. The committee will need to decide how to reach a decision and explain its decision-making process in the Final Report. The committee will obtain updated quotes from Bywater and Innovative for consideration at the August meeting. A. Johnson volunteered to begin writing the Final Report.

9. Request for Future Agenda Items

View DRAFT Final Report.
Decide on decision making process.
Review new information from Bywater.

10. Set Next Meeting Date

Thursday, July 13, 2023.

11. Adjournment

A. Greenhaw moved to adjourn, seconded by H. O'Hare. Motion carried. Meeting adjourned 11:25 a.m.

C. Luebbe, Recorder