DALNET STEERING COMMITTEE
Minutes 8/10/98

Present: L. Bugg, D. Adams, K. Bacsanyi, J. Flaherty, J. Houser, P. Jose, M. Sheble, H. Masek.

Guests: Fran Young, Anaclare Evans, Cheri Gay, Mary Galvin, Jeannette Woodward

Meeting was called to order at 8:45 a.m.

1) Agenda accepted as distributed. Minutes of July 27th accepted with the following correction:
6a/6b - WSU, DPL & Botsford will go live in March **1999**.

Jumped to #9 at this point (because Jose had to leave early)...
9) Fall Meeting Schedule is as follows...
        9/28, 10/12, 10/26, 11/9, 11/23, 12/7, 12/21

2) Fund Code Conventions...
Sheble reviewed the handout from a meeting between Sheble, B. Heath (WSU) and R. Chapman (DPL). Includes recommendation to create an Acquisitions Task Force. This should include representatives from more libraries than are currently using now. Several names suggested. Discussion followed regarding a new TF and/or the possibility of using an existing committee. Can we eliminate some of the current committees?
The recommendations were accepted by consensus with the understanding that UDM will undertake a one year trial of the suggested fund code structure and then review and propose revisions as needed.

3) Shared patron Database Task Force
Fran Young reviewed the recommendations with the Committee. Houser and Jose indicated that they could not support the sole use of social security numbers for verification. EXTENSIVE discussion followed. Several other recommendations (#9, #11) will be reviewed by the Task Force.
The next report from the TF will be Sept 14th. Specific questions included:
        -How to search by name (Botsford)
        -How authentication is handled (Masek)
        -Parent/Child records...Proxy record? (DPL)
Sheble noted that some items in the patron field will not transfer from NOTIS to Horizon. There is no corresponding Horizon field.

4) WebPac Design TF
Cheri Gay presented an presentation on the work done by the Task Force. Discussion followed. Topics included: various search aspects; linking NOTIS & Horizon; combination of DALNET & local library - logo/linkage.
URL: www.detroit.lib.mi.us/mktg/dalnet_webpac/
Masek indicated that WebPac 1.2 will be loaded to begin with...then to 1.3. Task Force will become involved/trained when 1.3 is brought in.

Jose left at this point. Adams continued the minutes...

5) UDM Migration...
a...Sheble reported that most of the problems with the Index Files have been fixed. Her staff needs to learn about reserves. She is waiting for dates for the gap tape load.
b...Masek will email members the schedule to production.
c...Frame relay will be installed August 20th between WSU and UDM. Masek met with UDM & WSU tech staff. Houser expressed serious concern that neither he nor Phyllis were invited to the meeting since decisions made impact all of DALNET. Sheble stated that UDM can not run a proxy server at this time; a quick decision needed to be made immediately to get the frame relay installation on schedule.
d...Masek reported that IBM would not take the test server back, even though they had given Ameritech a written memo to that effect. P. Brevik is following up with IBM. UDM data will be loaded on Horizon 5.0 and then updated to 5.1. WebPac 1.3 is not out yet. Sun order will be going out soon.

6) Technology Policy Committee...Draft was distributed. Duplicate lines will be deleted and Bugg will send to M. Auer along with a list of proposed participants.

7) DALNET WebMaster Job Description...Send comments to Houser within a week. He will add that DPL is hiring this position as part of its contractual obligation to DALNET. DPL will post the position, but will not hire until the contracts are signed.

8) August 24th Steering Committee meeting...Bill Easton will bring his boss, Patricia Gaulin to the meeting. Gaulin replaced Tom Burns as VP of Sales. Dee Callaway will also be invited to the meeting. Items to be discussed:
-Media Booking
-OPAC Enhancements
-What other Ameritech activities are happening that relate to our enhancements
-WebPac 1.3 status - need documentation and a copy to look at
Let Bugg know of other items to include.

Other items...
-Union Catalog Task Force progress was discussed. Bugg will send out their minutes.
-Sheble requested a list of the ~120 canned reports in Horizon. Some other Horizon user groups may be willing to share their ReportSmith reports that they have developed.
-A revised StafPac Task Force charge was distributed.
-Several new Itypes from WSU were also distributed.

The meeting adjourned at 12:05 p.m. Next Meeting: August 24th at Botsford.

Minutes from 8:45 am - 11 am by Phyllis Jose
Minutes from 11 am - 12:05 pm by Deb Adams