

DALNET Steering Committee Meeting
May 10, 1999, Botsford Hospital

Minutes

Present: D. Adams, K. Bacsanyi, L. Bugg, J. Flaherty, P. Jose, G. Libbey, H. Masek, S. Muir (chair), M. Sheble
Guests: A. Evans, F. Young
Excused: J. Houser

1. Agenda and minutes

Minutes from the April 26th meeting were not yet available. Agenda was approved.

2. Board and Project Managers' meetings

L. Bugg reported that the Board selected a logo for DALNET that is to be modified slightly and is expected to be ready in a couple of weeks. The Board approved the Steering Committee and Task Force appointments recommended. Revised rosters have been distributed. The LSTA grant proposal for an image database of buildings on "historical Woodward" for Detroit's tricentennial was approved for submission to the Library of Michigan.

The "Who do I call?" handout from the Project Managers' meeting was distributed. WebLUIS, based on OCLC's WebZ product, will be taken down on May 14th. Web access to LUIS DCAT will then be provided only through WebPAC. There have been performance problems with WebPAC to DCAT, unfortunately.

3. Patron Record Standards

F. Young, chair of the Shared Patron Record Task Force, and A. Evans, DALNET librarian, joined the group for this discussion. DPL requires that the city, state, and country of origin be stored in separate fields in the Horizon patron record. Converting Horizon patron records already loaded for DALNET is likely to be an extra-cost service from Ameritech, estimated at 4 hours of programming time.

The Task Force will meet as soon as possible to recommend what DALNET's patron records should look like in Horizon for this data. They will also review the name field and the need to maintain the separate fields for last name and first name that DALNET librarians already have in their NOTIS patron records.

Scott will coordinate getting DALNET's requirements to Ameritech and getting costs from Paul. Louise will then present to Bob Harris to see if

funds are available or if we need to ask the Board for special one-time funding.

Programs (written by Doug K.) to extract and migrate NOTIS patron data to meet this requirement are already included in DALNET's data migration fees.

4. Horizon Task Forces

- a. **Systems Administration Task Force**—the Steering Committee approved OCC's request to replace Ann Walaskay with Mary Ann Sheble as their representative on the Horizon Systems Administration Task Force. Scott will forward this recommendation to M. Auer for Board review and approval.
- b. **WebPAC Task Force**—the work of this Task Force seems to be completed. Scott will draft a charge for a standing group with responsibility for advising DALNET's WebMaster and continuing any needed design or policy work as we implement WebPAC 1.3 with broadcast searching and Sunrise with a Union catalog for DALNET. The need for a "users group" of DALNET's WebPAC implementers was also discussed—to serve as a technical support group that shares solutions, tips and tricks.
- c. **Other Task Forces**—Scott has now consulted with the chairs of all the Horizon Task Forces. He will provide a status report for discussion at the next Steering Committee meeting. One goal is to identify which Task Forces, in addition to the WebPAC Task Force, have completed their assignments and to make recommendation to the Board.

5. Ameritech Library Services Report—H. Masek

Harry distributed a status report dated 5/10/99 for Ameritech's delivery of software and enhancements for DALNET. A copy is attached to these minutes.

- (1) **Horizon 5.1 Release**—next step is to test the upgrade from 5.0 for WSU;
- (2) **WebPAC 1.3 Release**—plan is to ship the DPL WebPAC Server with 1.3 installed this week;
- (3) **Horizon 5.2 Release**—need to upgrade DPL (and WSU) to 5.1.2 to use carbonized mailers; Scott and Harry will pursue the upgrade path to get to Release 5.2;
- (4) **Shared patron database**—S. Nielsen needs more detailed specifications on the use of the unique ID created by the algorithm from the last four digits of the SSN and the month/date of birth; the Shared Patron Record Task Force will draft DALNET's requirements; this was determined to be a very high priority assignment of the Task Force;

- (5) **Authentication System**—specifications provided by Ameritech are to be reviewed re. DALNET's requirements by the Technology Issues Task Force;
- (6) **Image Module**—Harry has requested the revised letter from Ameritech by May 25th;
- (7) **Ad-hoc Management Reports**—need to test ReportSmith on a shared database, for example, DMC's , to determine if enhancements are needed;
- (8) **Shared authority file**—Scott and Harry will follow-up;
- (9) **ILL/DD**—Debbie alerted the group that NLM is re-vamping Docline for release this summer; Ameritech needs to pursue this with NLM to make sure they have the latest information for an interface;
- (10) **Booking Module**—DALNET needs to have a Horizon 5.2 database in order to be a "beta" test site for the booking module; Scott and Harry will pursue options;
- (11) **Children's OPAC**—Scott met with the T.F. chairs at their initial meeting; the plan is to schedule a conference with R. Ferrante, the Ameritech contact for these enhancements;
- (12) **Frame Relay**—operational at UDMercy; DPL branches being installed; T1 circuit for servers is being relocated at DPL Main.

6. **Horizon Implementation Updates**

- (a) **Botsford**—still working on borrower notices and invoices; recommends (and Sheble seconded) a separate class on circulation output; Jim Wilson helped UDMercy get their notices setup; browse reports from NOTIS have been done; problems with acquisitions invoices; still needs Horizon serials and ReportSmith training; all circulation, overdues and fines are out of NOTIS; still using NOTIS to clean up serials records; attended a class at MLC on cataloging electronic serials and learned what fields are needed for integrating electronic version on the bibliographic record for the paper version.
- (b) **DPL**—currently targeting May 24th to go "live"; working on PC and network installations; WebPAC 1.3 is being tested; production load of bibliographic, authority and item records should be done in two weeks; patron and unlinked item records have been sent.
- (c) **UDM**—day's end is now working again; G. Libbey and E. Klann attended WebPAC training; frame relay is now operational.
- (d) **WSU**—working on notices, spine labels, serials conversion planning; declared a fines amnesty for the summer to get books back and clean-up outstanding circulation records on NOTIS.
- (e) **Group 3**—databases have been sent to Paul; loading is in progress; training for Group 3 has been scheduled; targeting July 6th to have libraries "live" with Horizon.
- (f) **Group 4**—May 20th is their first profile training day; targeting October 4th for these libraries to be "live."

7. **Other**

- (a) Harry is working with Bill Easton and Kate Noerr to schedule them for a future Steering Committee meeting in June or July.
- (b) Profusion proposal was distributed. Scott will pursue with R. Ferrante.
- (c) Horizon 1999 Product Plan was distributed. Technology Issues Task Force was asked to review the Java vs. HTML WebPAC as a future direction; S.C. members were asked to review new products for DALNET for the next meeting.
- (d) DPL/DALNET positions have all been posted. No news.
- (e) **DALNET Office news**—Ana begins Solaris training the week of May 17th; still pursuing imagine.lib.mi.us for domain name.

NEXT MEETING: May 24, 1999, 8:30 – 11:30 a.m. at Detroit Public Library.
Karen volunteered to bring treats.

Submitted by,
Louise Bugg
May 11, 1999
Attachment