

**DALNET Steering Committee Meeting**  
**Detroit Public Library – Rutzen Room**  
**May 24, 1999**

**Present:** D. Adams, K. Bacsanyi, J. Flaherty, J. Houser, P. Jose, G. Libbey, H. Masek,  
S. Muir  
**Guest:** A Evans

**1. Review of Agenda, Minutes**

Minutes of the April 26<sup>th</sup> meeting were not available. Minutes of the May 10<sup>th</sup> meeting were approved. Agenda for the May 24<sup>th</sup> meeting was approved.

**2. DALNET Task Forces and Committees**

Report: Scott anticipated reviewing all of the task force and committee charges shortly after coming to Detroit, and discharge/revise/restart their work as appropriate.

- **RSS Task Force** needs to get started on specifications and requesting bids for equipment;
- **Media Booking Task Force** needs to recommend a DALNET strategy, but is constrained in that there is no good way for beta testing since it only works with 5.2; can be run on test data in Provo; Harry says 5.2 will be released in June; Media Booking TF meets Tuesday; TF will be able to look at UDM work, develop want list to discuss with Ameritech
- **Task Forces to Dismiss** – all below have finished assigned work, can be dismissed
  - Horizon Indexes -
  - WebPac Design –
  - Statistics Coding
- **New WebPac Advisory Committee Charge** – The draft charge was accepted. This will be a standing committee; it may not be able to start before the Webmaster is hired, an interim webmaster is unlikely. (Webmaster candidates to date either do not have the needed skills or have taken other jobs). Committee membership: need to have skill base that earlier committee did not have. The necessary skills may be partly learned on the job. The Steering Committee will submit the charge and a committee roster to the Board. To date Jamie Densomore (Botsford), Charles Snyder (WCCC), George Marck (DALNET), and Mary Galvin (DIA) are recommended by the Steering Committee; a graphics designer from DPL and reference librarian from UDM. Should the Committee be lead by Public Services librarians? Scott will convene first meeting. There was discussion of using junior librarians who have appropriate expertise. Some coding issues need to be sent to the Technology Issues Committee; Scott will probably attend these meetings. WebPac 1.3 addresses common command language issues.

**3. Patron Record Standard (Evans)**

**Algorithm:** From file load, data only loads if it is present in correct field. Keying based on patron input, possibly incorporating pop-up so that other patron data already available can be

used if found through an automatic search of the database. Copying will put record both in local and shared databases.

For corporate or ILL lenders select btype may address lack of birthdate and SSN.

Anaclare will give revised document to Scott for distribution on Steering Committee list – final comments, choices by Friday to Scott to be ready to forward to Ameritech

**Fielding:** Currently each field displays on separate line, not acceptable for mailers, OK for most academics. Postal standards require three lines, all upper case; possible now this can be done with ReportSmith, but without upper case conversion; would need Word conversion as well. Output should follow postal standards; fielding should follow standard of one data element per data field. There are some phone numbers problems with old registrations prior to addition of new area codes in the metro area. Loader for future data should conform to postal bulk mail requirements and single element data standards.

Comments to Scott by Friday.

#### **4. Member Representation**

Concerns were raised about how members can have needed input when they cannot attend meetings. Alternates may be sent, or issues raised prior to the meetings via e-mail or direct communication to other members who can raise concerns. J Houser raised issue of patron record standards; DPL had concerns, but no direct input at the May 10 meeting. The decisions were acceptable for DPL, but the process was flawed. The Steering Committee agreed that new information should be distributed prior to meetings whenever possible, but that decisions often need to be made quickly; communication prior to and after the meetings is essential.

#### **5. Ameritech Library Services Report (Masek)**

No new information to report. J. Houser asked about the status of the Highland Park frame relay; needs estimate of time and cost.

#### **6. Horizon 1999 Products Plan**

**Java WebPac:** Somewhat limited in that scan will not work, needs compatible versions of Java: not useful for DALNET at this time as it is less functional than HTML version. This could offer future advantages as development proceeds.

**Sunrise products:** Some language codes available only in Unicode are used in NT, but not Win 95/98; Version 6.0 with Unicode may increase server needs by 25%. This was tabled for discussion at future meeting; Scott to put specifics on agenda on request.

RSS 3.0 version is out; third server will not be needed; DPL needs RSS server information ASAP to size UPS. Unmediated ILL requests can start only after RSS in place; local policy will determine local parameters.

#### **7. Implementation Updates**

**Botsford:** Data cleanup continues; journal records remain an issue. WebPac is up except for author search in advanced screen (will not search from author in second line of input); took

author out of drop-down for second line. Changes in test and production databases must be coordinated; response time is good, but save changes process seems slow.

**DPL:** UPS problem for servers; have specs, but space allocated is inadequate, so UPS needs to be returned to server room. This will require HVAC replacement, possibly will replace existing smaller UPSs to save heat load. This will be an indefinite delay; some electrical work needs to be done; computer deliveries from Gateway are behind DPL's WebPac address: [WebPac.detroit.lib.mi.us/WebPac-1.3/](http://WebPac.detroit.lib.mi.us/WebPac-1.3/). Broadcast search demo is available with 6000 records in database, but pointing to WSU data. With delays, DPL may be able to come up on 5.2.

**UDM:** Response time has been good; image databases still on test server. We need to identify where these need to be located permanently

**WSU:** Response time seems to be slow in WebPac; some searches return no data, even though it is there ;limit set at 5000 hits.

**Group 3:** Training is underway now, will move onsite after today. Hands-on module training will follow; will come up July 6. Data should be completed today.

**Group 4:** Currently on schedule; will come up October 4. WCCC will shift from Group 3 to Group 4 for equipment ordering needs. Some problems were expressed with Systems Administrator training. Parts are too technical and fast; need to clarify what needs to be done locally, what from DALNET, what only by Ameritech. Information on printing notices needs to be separate session, very complex – issues about how to cancel or delete records -

**Group 5:** Libraries are not currently automated; different issues for implementation.

## **8. Other, Announcements**

Basic HTML training workshops are available at UDM; sessions will define HTML, show basics; not aimed at producing HTML programmers. . Discuss again at future meetings, can be made available to DALNET committee members in general.

Submitted by George Libbey  
May 27, 1999