MiLE Board Meeting
Walsh College – Troy Campus, December 6, 2005

Present: Jerry Bosler, Mary Rice, Eileen Palmer, Tammy Turgeon, George Marck
Absent: Dale Parus, Lynn Minor, Kathy Irwin, David Murphy
Guest: Anne Neville – TLN

I.   **Call to Order:** Called to order by T. Turgeon at 1:50 pm

II.   **Approval of Agenda:** J. Bosler motion; Mary Rice seconded. Approved

III.   **Approval of Minutes of the Last Meeting:** Minutes not available

IV.   **Committee Reports**

   a. **Resource Sharing**
      i. **URSA 4.0:** Anne Neville reported on the work that she has been doing to prepare for the URSA 4.0 migration. Profiles for all libraries except the TLN Shared Systems have been sent to Peter Fripp. Eileen Palmer told the Board that Eastern Michigan University and Wayne State University have decided not to migrate over to URSA 4.0 with us. Saline District Library will be joining shortly. Renewals capability is not available yet in URSA 4.0. E. Palmer and A. Neville will be having a conference call on 12/7/05 with the Sirsi/Dynix staff regarding a realistic timeline for training and going live with URSA 4.0. There was discussion of dates that would be good for training. The dates that were agreed upon were as follows (this is also dependent on Sirsi/Dynix availability): Dec. 19th – Dec. 21st: WebEx training for staff, Dec. 27th – Dec. 29th: Any additional training as needed, Jan. 3rd – Jan. 8th: Staff-initiated requests can begin, Jan. 9th: Go-live date for patrons. E. Palmer suggested the week of staff-initiated requests to give staff ample time to get used to the new system. George Marck suggested that training be based on consortium. G. Marck mentioned U of M-Dearborn's concerns regarding the login screen (i.e., the need for username, password, and barcode number). Those present agreed that patrons are probably used to having to use usernames and passwords in other areas of their online lives, so this probably wouldn't cause any confusion among the patrons.
      ii. **PALNET:** PALNET will be joining MiLE as a separate consortium rather than as part of TLN.
      iii. **Web Page:** Lynn Minor has agreed to take charge of the MiLE web page. SLC will host it at www.libcoop.net/mile. It will link back to Kathy Irwin's pages for the time being. The current list of MiLE Board members was distributed. There is a vacancy on the board for a stand-alone library representative from TLN/OWLS.
   b. **Professional Development**
      i. It was suggested that manager training for URSA 4.0 be handled by the Professional Development Committee.
   c. **Technology** – No report

      d. **Virtual Reference** – No report

      e. **Promotion**

          i. Eileen will notify the MiLE members via MUSCLE about the URSA 4.0 upgrade and training opportunities.

          ii. We are going to hold off on formally promoting URSA 4.0 to patrons until renewals are in place.

V.   **Response to Schoolcraft's Letter:**

    a. T. Turgeon distributed her draft of a letter in response to Roy Nuffer's (Librarian & Coordinator of Library Operations - Schoolcraft College Library) letter of 11/7/05 regarding the MiLE security breach. J. Bosler suggested a few changes. The Board agreed on the final draft.

    b. T. Turgeon will revise and send the letter to Mr. Nuffer.

VI.   **Budget Report**

    a. E. Palmer distributed copies of the MiLE Operating Budget 2005-2006.

    b. E. Palmer has requested current counts of buildings in each consortium in order to update the cost-sharing formula.

    c. We have a $18,000+ fund balance. We were saving it for a new server, but this is no longer necessary as our server will now be housed at Sirsi/Dynix. E. Palmer suggested that we start thinking about how we would like to spend it. We will discuss this at greater length at the March Board meeting.

VII.   **Board Representatives**

    a. See IV.a.iii

VIII.   **Miscellaneous**

    a. T. Turgeon told the Board that some members in SLC and DALNET have asked if there was a possibility that they would get compensated for the time that MiLE has been unavailable. Any compensation to individual libraries would end up being a very small amount. The Board recommended that members not be compensated.

    b. T. Turgeon will draft a letter to this effect and present it to the parties who inquired about it.

IX.   **Next meeting:**

    March 14th, 2006

    1:30 p.m.

    SLC: 16480 Hall Road Clinton Township, MI 48038-1132

    Agenda topics: PALNET membership, promoting URSA 4.0, uses for fund balance.

X.   **Adjourn:** Meeting adjourned at 3:35 p.m.