DALNET BOARD OF DIRECTORS

Meeting, Monday, April 26, 1999
1:30pm - 4:30pm

University of Detroit Mercy/McNichols Campus
President's Dining Room/Student Center

AGENDA

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| 1. | Approval of Minutes of March 8, 1999<br>(copy previously mailed, recommended<br>changes attached) | action item |
| 2. | Finance Committee  (J. Bosler)<br>(documents previously distributed) | action item |
| 3. | Logo (M. Auer) | action item |
| 4. | Academic/Public Library Focus Group<br>(A. Walaskay) | update |
| 5. | Medical/Special Library Focus Group<br>(N. Bulgarelli) | update |
| 6. | Video Enhancement Focus Group<br>(M. Wheeler) | update |
| 7. | DALNET LSTA Grant Application<br>(D. Murphy) | action item |
| 8. | Marketing and Membership<br>(D. Callaway) | update |
| 9. | Lunch meeting with L. Porter<br>(P. Breivik) | update |
| 10. | Steering Committee Membership<br>(L. Bugg reporting) | action item |
| 11. | Other business<br>ACRL Ameritech/DALNET Booth | update |

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# DALNET BOARD MINUTES

Monday April 26, 1999
University of Detroit Mercy/McNichols Campus

Present:

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| Michele Klein / Jean Brennan | DMC |
| Jerry Bosler | MCC |
| David Murphy | Walsh |
| Patricia Senn Breivik | WSU |
| James A Flaherty | WCC |
| Margaret E Auer | UDM |
| Nancy Bulgarelli | Beaumont |
| Karen Tubolino | VA |
| Deborah Adams | Botsford |
| Ann Walaskay | OCC |
| Jennifer Moldwin | DIA |
| Pat Hammer for Phyllis Jose | OCL |
| Maurice Wheeler | DPL |

Staff:  Dee Callaway
        Louise Bugg
        Robert Harris
        Scott Muir
        Elizabeth Klann, UDM Dir of Media Services

The meeting was called to order by M. Auer, Chair at 1:30PM.

1.  Minutes of the March 8, 1999 Board meeting were amended.
    **ACTION:** A. Walaskay moved, seconded by D. Adams, that minutes be approved as amended.
    **APPROVED.**

2.  J. Bosler distributed another document from the Finance Committee. The first three parts on the philosophy, principles and protocol remained the same. The member models on page 5 are slightly different with Option 1 remaining essentially the same; Option 2 contains some changes and Option 3 was seen as useful in attracting information rich organizations to DALNET.
    The Information providers section was 'new' and incorporated information from D. Callaway. There are four scenarios listed. Members of the Finance committee are investigating a cost associated with each of these and they will assign a price range that will assist our marketing efforts before we vote on the document. The benefits for joining DALNET for "customers" were also reviewed. Two areas identified were reciprocal borrowing privileges and Z39.50 connectivity. These issues are still under discussion such as whether we will connect via Z39.50 with customers only and how does this affect our desire to be an information HUB; do reciprocal borrowing rules conflict with previous agreements by members of DALNET; are there costs involved in setting up Z39.50 and how significant are they.
    The intent is to bring a complete document to the Board from the Finance Committee at the next meeting. To assist the Finance committee, M. Auer asked each board member to send her an e-mail message on the following items:
    - Any concerns regarding the first section on philosophy, principles and protocols by Friday, April 30.
    - Any discussion regarding the Member Models section also by Friday, April 30.
    - Thoughts or concerns regarding Information Providers and Customers by May 10.

3. Kim Gatlin and Milan Manojlovich from Ameritech along with M. Auer met on the issue of a DALNET logo. It should be simple, clean, understandable and have visual recognition. Four final formats were presented (A through D), although C was eliminated, for a decision of the Board. By consensus vote Logo B was chosen with the following suggested changes for K. Gaitlin:
-Michigan map should be more visible and cycle in sooner
-When the arrow appears have the DALNET button get depressed
-When last ring is formed have the end point be the arrow that depresses the DALNET button
-Be sure the image is sharp so that is photocopies well in black and white
The next issue was the use of Im@gine in the logo. Five options were presented to the Board:
1. Im@gine SYSTEM
2. IMAGINE
3. Im@gine
4. no IMAGINE
5. Im@gine with the URL address always present
The fifth option was carried by a show of hands. Another meeting to determine the colors will be set up with Kim Gatlin, M. Auer, D. Callaway and J. Brennan.


4. Letters have been sent out to community colleges in the seven county area inviting them to a DALNET meeting on May 5, 1999. D. Callaway will follow up with phone calls. The schools contacted include: Henry Ford Community College, Schoolcraft, Monroe County Community College, St. Claire County Community College, Washtenaw County Community College and the Center for Creative Studies. D. Callaway will formalize the agenda but it will include a general introduction to DALNET; a presentation of the system by Ameritech personnel; a discussion of other services offered through DALNET and open it up for questions with DALNET representatives from the community colleges.

   Scheduled meeting dates for the various public library consortia are being obtained.

5. A list of Michigan health care organizations was compiled and about 600 organizations were identified. The first half have been printed and turned over to D. Callaway for her review. Shiffman Library staff will complete the remaining 300 entries by the next meeting. We will need some priority listing of these. In addition, St Joseph Mercy in Pontiac may be interested and literature will be sent and once Horizon is fully implemented it will be advisable to contact St Johns Health Systems again.

6. M. Wheeler reported on the progress with the new video. Media staffs from WSU and DPL have worked on the approach and completed the treatment outline of the topic that includes identifying the objectives, content and creative concept. The next step is to write the script. A revised timeline for completion is underway but the video will be ready for the breakfast meetings.

7. The summary pages for the LSTA grant application from DALNET were distributed. We are requesting an Advanced Technology grant for $104,000 to digitize images of Woodward Ave buildings in Detroit over the past 100 years. We propose using frame relay and the system server on Horizon to distribute the images and also to produce a CD for distribution to schools and local historical groups. Equipment requests include a $55,000 image server at WSU; three image workstations with scanners with 20+inch monitors; and a digital camera. Staff costs will be an inkind contribution from members particularly WSU, DPL and UDM. The deadline for submission is April 30.

8. D. Callaway gave an update on marketing efforts to date:
   -A return visit is set with Greenfield Village; staff attending will include L Bugg , R. Harris and D. Callaway, as well as M. Auer as Chair of the Board
   -The brochure created for ACRL was mailed to all Board members
   -She is working on another brochure for Information Providers

-She will followup on the Ave Maria Institute choosing Horizon and whether they would have any interest in joining DALNET

9. L. Porter was here to discuss the slippage of the delivery times for Horizon products. Kate Knorr, Harry Masek, S. Muir, L. Bugg, M. Auer and P. Breivik were present. The agenda was set by the Steering Committee and Ameritech agreed the issues were valid:
   - Shared Patron Database deadline is May 21
   - Broadcast searching as part of WebPAC
   - UDM and WSU are not getting 5.2 capability
   - Dates when shared authority file will be implemented
   - Special programs including: Children's OPAC, Booking module, ILL system
   - Reportsmith issues

   The next payment is due to Ameritech shortly but it will be held until we have some clarification on these issues. We requested a monthly update from Ameritech on the progress being made with each of these.

10. Steering Committee made some recommendations for changes in its membership.
    **ACTION:** D. Adams moved, seconded by J. Flaherty, that Mary Ann Sheble continue on the Steering Committee due to her expertise pending approval by Oakland Community College.
    **APPROVED**

    **ACTION:** J. Bosler moved, seconded by J. Flaherty, that we increase the number of members on the Steering Committee to seven to keep a member from U of D Mercy on the committee.
    **APPROVED**

    **ACTION:** J. Bosler moved, seconded by J. Brennan, that Frances Young, UDM, be added to the Site Administrator Task Force and that Elizabeth Klann, UDM, be added to the Technology Policy Issues Task Force.
    **APPROVED**

11. Other Business:

    There will be an update coming from M Wheeler on both the Help Desk position and the Webmaster position.
    ACRL/DALNET booth was a success. There was high interest and the URL is available through the web page.
    **ACTION:** J. Bosler moved, seconded by J. Brennan, that the Board express its appreciation for the work done by UDM staff and WSU staff on this project.
    **APPROVED**

    The next Project Managers meeting is scheduled for Monday May 3 and the main issue will be getting Group 3 libraries on Horizon.

12. The next meeting of the Board is scheduled for 1:30PM on June 15, 1999at Detroit Institute of Art. Details will follow.

Meeting adjourned at 4:00PM.


Karen M Tubolino
Secretary