

DALNET BOARD MINUTES
Monday, December 4, 2000
Detroit Institute of Arts, Board Room

Present:

Margaret E. Auer	UDM
Jerry Bosler	MCC
Cathy Eames	DMC
James Flaherty	WCCC
Robert Holley	WSU
Phyllis Jose, Chair	OCL
Jennifer Moldwin	DIA
David Murphy	Walsh
Patricia Orr	Ford Museum
Mary Ann Sheble	OCC
Karen Tubolino	VA
Jill VanBuskirk	Mt. Clemons
Maurice Wheeler	DPL
Frank White	Marygrove

Staff:

Louise Bugg (DALNET)
Duryea Callaway (DALNET)
Robert Harris (DALNET)
Scott Muir (DALNET)

1. The meeting was called to order by P. Jose, Chair at 1:10 p.m. The Chair welcomed the new DALNET Board member, Jill VanBuskirk, Mt. Clemons General Hospital Library. Board Members introduced themselves.

2. **ACTION:** B. Holley moved, seconded by D. Murphy, that the minutes of the October 30, 2000 Board meeting be approved as amended by changing the spelling of "G. Libby" to "G. Libbey" in section 4c.

APPROVED

3. **ACTION:** J. Bosler moved, seconded by C. Eames, that the Board go into executive session.

APPROVED

ACTION: J. Bosler moved, seconded by M. Auer, that the Board go out of executive session.

APPROVED

4. M. Auer reported on her recent conversations with M. Fisher, *epixtech* Vice President of Customer Operations and W. Easton, *epixtech* Senior Account Manager.

- Recent shifts in staffing at *epixtech* reflect the perception on the part of the company that a greater emphasis needs to be placed on Research and Development (R & D). New R & D positions have been created and some NOTIS-based staff were let go.
- DALNET concerns about the lack of fit between iPAC 1.0 and DALNET needs as a consortium were expressed. A single copy of iPAC 1.0 does not handle multiple libraries, and it is uncertain if there is enough space on the DALNET Webpac server to load the forty copies of iPAC required for test and production PACs. It is also not clear if this would be a feasible solution from a DALNET staffing perspective. M. Fisher promised that *epixtech* will propose a solution for DALNET.
- The DALNET perception that a limited number of *epixtech* staff are working on enhancements was discussed. M. Fisher sent an internal *epixtech* document to M. Auer, showing how the company monitors DALNET projects. A short discussion about possible approaches to increase the productiveness of DALNET-*epixtech* conference calls centered on tactics to build more structure into the calls and ascertain that all relevant *epixtech* staff participate in the calls.
- All activity at *epixtech* stopped during the October HUGM meetings. M. Auer relayed DALNET concerns over this incident.
- According to M. Fisher, *epixtech* personnel are often surprised during conversations with DALNET employees as they learn that DALNET expectations do not align with *epixtech* perceptions.
- M. Fisher indicated that many of the solutions to dataload problems and functionality problems are in Horizon 6.0, due for release on 12/1/00. She requested payment of a portion of funds that have been held back for dataload and functionality problems. DALNET implementation for Horizon 6.0 is currently scheduled for spring, 2001. S. Muir was asked to compile and review a list of current and projected Horizon projects with the Steering Committee, and report to the Board on the feasibility of expediting the implementation. After the Board reviews the results of Horizon 6.0 testing, the DALNET Finance Committee will meet to review the *epixtech* document on financial holds and make a decision about payment.
- *epixtech* agreed that DALNET had not used two days of training for the UDM image database development, and has two more days of training for future use.
- B. Easton noted that *epixtech* will not use DALNET as a reference until some of the outstanding issues have been resolved.

Board members discussed the original concept of a DALNET-vendor partnership. There appears to be a limited customer-base for some of the enhancements in the contract, and this may be part of the reason for the development and delivery lag.

5.a. S. Muir gave a status report on the DALNET enhancement timeline:

- Shared Patron Database: DALENT and *epixtech* are considering a new approach. The proposed solution will make use of the NCIP protocol (NISO Circulation Interchange Protocol) and not require a shared patron database. A conference call is scheduled for December 8 to discuss this option.
- Shared Authority File: DALNET is still waiting for a proposed solution from *epixtech*. Ric Ferrante indicated that their new plan for delivering Horizon functionality should have a positive impact, and expedite the schedule for delivery.
- Remote Patron Authentication: A. Lim and L. Papa are scheduled to meet on December 8 to develop a testing and implementation plan.
- Children's OPAC: DALNET is working to install iPAC 1.0. However, iPAC 1.0 does not include the children's PAC. *epixtech* is reviewing the Search Engine Task Force report. Meanwhile, DALNET is looking to see what can be done locally to create child-friendly screens.
- Security for Management Statistical Reports: This feature is now working as expected. Sybase security is in place to ensure that DALNET libraries are restricted to generating reports on their own databases. Unless problems develop, the Steering Committee will review and recommend payment.
- Integrated Booking Module: The Task Force met and developed a list of enhanced functionality specifications. The report should be ready for review in mid-January, 2001. Members of the Task Force indicate that Horizon 6.0 needs to be implemented before the product can be tested.
- Interlibrary Loan/Document Delivery: Funding of the DALNET, OWLS, and the Suburban Library Cooperative grant would impact this enhancement. DALNET remains interested in RSS/URSA.

5.b. K. Tubolino spoke about the issues discussed at the November 29, 2000 joint Steering Committee/Information Hub Development Committee (IHDC) meeting.

- Liaisons were established for the two committees:
L. Papa (UDM) from the Steering Committee to the IHDC, with J. Emahiser as alternate

G. Libbey (UDM) from the IHDC to the Steering Committee, with K. Tubolino as alternate

- There was a consensus among the members of the two committees that more information sharing was desirable and in addition to the liaisons, joint meetings should be scheduled as necessary.
- There was a consensus of committee members that broader representation from DALNET libraries on the IHDC is desirable.
- The committees looked at the reporting structure of DALNET committees and task forces, and did a preliminary draft of possibilities to reorganize the structure. DALNET Board members were urged to think about the possibilities. Currently, the IHDC is addressing a broad array of Horizon and Information Hub issues, and there was some discussion about reorganizing the committee reporting structure to recognize this role, with the current Steering Committee either evolving into the IHDC or assuming a new identity as a Horizon Advisory Committee and reporting to the IHDC. K. Tubolino noted that there was some reluctance on the part of the committees to redefine the role of the Steering Committee because of contractual specifications.

Board members discussed the duration of the terms of the DALNET-*epixtech* contract. The contract is in effect through the implementation of Horizon as a foundation for the Information Hub. Funding for projects described in the contract was approved by the Board for a specific timeframe. There was a discussion about the need to extend funding to coincide with the duration of the contract.

6. D. Calloway reviewed the major components of a proposed DALNET marketing plan. The current plan is needs-driven; as needs change, the marketing plan will evolve. The idea of having outside assistance to develop a marketing strategy was introduced by the Board. D. Calloway agreed that this would be a possibility, and added that she would expect the new DALNET Director to provide input on marketing.

7.a. R. Holley convened the Cultural Group to discuss the IMLS Grant. A decision was made to apply for funding for a demo project that would use existing documentation to develop a database of high fashion costume images and related information. Representatives from the group will meet again on December 14, 2000. The deadline for the grant application is April 1, 2001.

Board members discussed the need for guidelines for DALNET grants, and for guidelines for funds for a consultant to write grants. The IHDC and the DALNET Grants Committee are directed by the Board to work together on a set of guidelines. Recommendations will be presented to Board.

7.b. L. Bugg and D. Murphy reviewed the status of the LSTA grant and distributed minutes from the November 21, 2000 LSTA Grant Planning Committee meeting. The

LSTA funding allocation for FY2000-01 is delayed in Congress. This delay will impact the implementation of the project, and it may be necessary to file an extension request. Although federal legislation on Internet filtering in libraries has not been enacted, there is some concern that a Congressional rider on filtering added to the appropriations bill may impact the project. L. Bugg will check with the Library of Michigan for their current policy on filtering.

A flyer about a January 5, 2001 program on statewide resource sharing at Henry Ford Community College was distributed. Built upon an OWLS meeting that had already been planned, this program will include a briefing on the OWLS/DALNET/SLC LSTA grant project. Board members were urged to distribute the flyer to personnel and encourage attendance.

P. Jose congratulated L. Bugg on her role as project lead and chair of the LSTA Grant Planning Committee.

8. Board meeting dates (previously approved via e-mail) were reviewed and confirmed.

9. **ACTION:** Moved by D. Murphy and seconded by R. Holley to schedule a special meeting of the DALNET Board on January 3, 2001 at 9:00 a.m. to discuss the results of the DALNET Director's interviews. The meeting will be held at DPL. Parking in the Putnam Street DPL lot will be available.

APPROVED

10. The next regular meeting of the Board will be on January 22, 2000 at 1:00 p.m. at UDM in the McNichols Campus Library.

11. M. Auer brought two additional issues to the Board for discussion:

- The reciprocal borrowing agreement between DALNET academic libraries was approved by the Board, but an implementation timeline was not designated. J. Bosler noted that implementation of the agreement is contingent on the Horizon shared patron database enhancement.
- Funding for digital labs for three libraries was approved by the DALNET Board at the October 30, 2000 meeting. A timeline for asking these libraries to sign the agreement to make the labs available to other DALNET libraries was not designated nor was a timeline for making the funds available specified. P. Jose agreed to draft the agreement for the DALNET libraries participating in the digital lab funding.

Meeting adjourned at 4:00 p.m.

Mary Ann Sheble
DALNET Board Secretary