

JAB Meeting
Wednesday, October 21, 2009
NCLS Service Center 10:00 A.M. to 1:00 P.M.

Attendees

Sally Brown –Lowville
Judy Adams – Lowville
Edward Elsner – Oswego
Linda Voorhees – Cape Vincent
Debbie Fuehring - Massena
Elaine Dunne-Thayer – Massena
Gerrilyn Perry - Massena
Lynn Brodeur – Pulaski
Margaret Weigel - Pulaski
Wayne Miller – Ogdensburg
Jo-Ellen Murray - Ogdensburg
Alice Barton – Clayton
Janet Moore - Potsdam
Yvonne Reff – Watertown
Patty Fay - Watertown
Dennis Eickhoff – Colton
Bridget Whalen-Nevin - Morristown
Lyn Swafford – Canton
Carole Berard – Canton
Sam McBroom – Canton
Stella Todd - Heuvelton
Penny Kerfien – Fulton
Sandy Lamb – Black River
Mary Louise Hunt – Black River
Veronica Newvine – Hermon

Lyn Cyr – Port Leyden
Michelle Smith – Sandy Creek
Donna Jacobs Sandy Creek
Ceil Cunningham – Alex Bay
Dorothy Dineen – Mexico
Tracy Tanner – Philadelphia
Marilyn Compeau - Philadelphia
Charlie Garofalo – Gouverneur
Linda McCullough – Carthage
Karen Dening – Martinsburg
Jen Thomas – Dexter
Cheryl Shutts – Henderson
Kathy Paige - Madrid

Marcia Gray – NCLS
Meg White – NCLS
Jerry Schell – NCLS
Steve Bolton – NCLS

Libraries not Attending:

Adams
Adams Center
Chaumont
Hannibal
Orwell
Parish
Waddington
Williamstown

1. Call to Order Marcia Gray called the meeting to order at 10:05 a.m.
2. Approval of the Minutes from April 2009

Motion by Lyn Swafford (CAN) and seconded by Alice Barton (CLA) to approve the minutes of the April 2009 meeting.

Unanimously passed and carried.

3. NCLS Director's Report

Mr. Bolton explained that we just ordered two part mailers for the overdues at a cost of over \$800. Libraries were reminded of the importance of email addresses in the records to cut down on the use of the two part mailers. Jerry Schell will look into the possibility of sending text messages to cell phones for overdues and reminder notices.

Mr. Bolton also discussed county funding for libraries. St. Lawrence County Libraries were just notified of a 10% decrease in Funding. Lewis County libraries are not even in the County budget. Oswego County is still in the dark as to funding, and Jefferson County will have a public meeting this coming week.

He reiterated the importance of Library trustees and everyone to lobby for libraries at the local, regional, and state levels.

Mr. Bolton announced that NCLS has received the bulk of the state money this past couple of weeks. Some of the Central Library Money has arrived, but nothing yet for Outreach or the Correctional Facilities.

4. Old Business

There was no discussion of old business.

5. New Business

A. Forming of the JAB Committees

Mr. Bolton discussed the importance of forming Circulation and Cataloging Committees to meet a few times per year to address any questions and concerns among the libraries in the areas of data entry and circulation. These committees would help to strike a balance between the needs of the large and small libraries as well as the possible needs of the different Counties.

Motion by Penny Kerfien (FUL) and seconded by Yvonne Reff (WAT), to form these two committees.

Unanimously passed and carried.

Wayne Miller would like to see that there is no member limit to the committees. He would like the agendas published before the committee meetings so anyone who had an interest in a particular topic could take part in the discussion. It was suggested that we use an online Forum as a tool for better communication, or maybe a listserv established. We will look into a group email also.

B. Sirsi Overview

Marcia Gray introduced the idea of the "SIRSI Overview Project." A check list will be emailed to the libraries so that they may request special training for their library staff in the areas of Reports, Day to day circulation, Barcoding, Configuration of the system, or special Database Cleanup projects. Either Marcia or Meg White will schedule a one-on-one training session with that library as needed. Libraries are asked to email or send the Check list back to NCLS.

Handout: "Checklist for SIRSI Overview Project"

C. MARC Record change for Paperbacks

Meg White presented a new procedure for adding Paperback items to the MARC records. From now on, NCLS will be adding a mass marketed paperback, regardless of publisher to the pre-existing hardcover record to save on the number of MARC records for the same title.

This was met with resistance because holds will be filled by paperback copies for patrons who only want to read hardcover. The suggestion was made to create a record for only the paperback copies, thus allowing patrons to choose their media type.

We will turn this over to the newly created cataloging committee.

Children's books by Scholastic will now be added to the primary MARC record for that title. This change was met with enthusiasm.

D. Symphony 3.3 Upgrade

Marcia presented an overview of the upgrade to Symphony 3.3. She discussed a few of the enhancements to the new software, and presented the libraries with a tentative time line on when to expect the upgrade.

Handout: Upgrade to Sirsi System

E. Inventory Reader

Marcia announced that NCLS will be purchasing a PDA Unit for assisting with inventories. This may be borrowed for a period of time by a library. The time may be scheduled in advance. More information will be forthcoming.

F. JAB Policy Change

It was requested that a change in the wording of the JAB Policy be made as follows: Section C "Open entries" to "Open entries and Multi-volume sets"

Motion by Stella Todd (HEU) and seconded by Bridget Whalen-Nevin (MTN).

Unanimously passed and carried

6. Date for the next JAB Meeting.

The next meeting will be Wednesday May 5th 2010. This was scheduled a few weeks later than usual so that it will fall after the upgrade.

7. Motion for Adjournment

Motion by Elaine Dunne-Thayer (MAS) and seconded by Cheryl Shutts (HEN), 11:40 a.m.

Unanimously passed and carried