**Georgia Library PINES Annual Membership Meeting**

**Minute**s

May 14, 2014; 1:00 p.m.

Middle Georgia State College, Warner Robins, GA

The PINES Executive Committee Chair Anne Isbell called the meeting to order and welcomed everyone.

Roll Call- The following library systems were represented at the meeting: Athens, Brooks, Chattooga, Chestatee, Coastal Plan, Conyers-Rockdale, DeSoto Trail, East Central Georgia, Elbert County, Fitzgerald-Ben Hill, Flint River, Greater Clark’s Hill, Hart, Henry, Houston, Jefferson, Lake Blackshear, Mountain, Newton, Northeast Georgia, Ocmulgee, Ohoopee, Okefenokee, Peach, Piedmont, Pine Mountain, Roddenbery, Sara Hightower, Screven-Jenkins, South Georgia, Southwest Georgia, Thomas, Three Rivers, West Georgia, and Worth.

Minutes of the May 2013 Annual Membership Meeting- Kean made a motion that the minutes be approved; Hester seconded. Motion carried.

**PINES Staff Reports**

**Elizabeth McKinney** reported that the PINES budget remains at a steady level. There are two open positions that are tied into the procurement process. The Evergreen support contract is out for bid. The STAT courier bid was approved and began on April 1, 2014. The $50 per stop cost was reduced to $40 per stop, saving $245,000 per year.

PINES staff is working on a Roadmap of where PINES needs to go. Directors of systems that are not served by PINES will be asked about what the “deal breakers” are.

**Terran McCanna** reported that the Novelist Select content was now available to all library systems in Georgia, including non-PINES libraries. Terran reviewed features of Novelist Select.

Development of a Web-based Staff Client is now in its first phase. There will be six phases. Initial testing shows that a web-based client will be much faster.

Training **-** Terran reported that mini-conferences have been held in Tifton and at St. Simons Island. Upcoming conferences will be held in Carrollton in June, Augusta in September, and Bainbridge in November. If you would like training for your local system during a staff development day, contact Terran.

The PINES website has been redesigned to make specific information more easily accessible by library staff. Videos for in-house training continue to be developed. The latest video shows how to link the PINES OPAC to library websites. The Kids Catalog has been well received. Terran will be putting out a call for volunteers to serve on an OPAC working group.

**Chris Sharp** reported that ten non-PINES libraries are using Novelist Select in their catalogs; three systems were already linked to Novelist; four other systems have been contacted.

Upgrade- The upgrade to 2.5.1 over the MLK weekend went well. There were patches to help with hold speed in March and the upgrade fixed the memory leak issue. The next software upgrade will be during MLK weekend in 2015. The tentative version number is 2.7. This upgrade may include some web-based staff client functions.

Over Labor Day weekend this year, there will be a hardware upgrade to help boost database speeds.

**Elaine Hardy** reported that she and Leslie St. Johns are working on the Acquisitions module. Testing began in January after the upgrade. The 1st stage should be finished in June or July; the 2nd stage will involve a small volunteer group to test during August or September and it will also include at least one major vendor. The 3rd stage will involve a small group of libraries to commit to putting acquisitions module to use to iron out kinks, etc.

OCLC Reclamation Project- This project is in its early stages. WorldCat Resource Sharing ends on May 19.

Holds- a white paper was submitted on a detailed research project conducted by Elaine and Leslie St. Johns.

Search Weighting- This is part of the OPAC redevelopment project. PINES can control how different fields are weighted in importance of the return of search results.

Floating Collections- The 2.5 upgrade made it possible for library systems to have floating collections. If you would like to try the floating collection feature, contact Elaine.

Elaine reported that last fall’s Cataloging Summit concentrated on RDA training.

**Bin Lin** reported that she is scheduling some cataloging training. If you are in need of someone to have Cat1 training, contact Bin. RDA records will start being entered in PINES no later than September, 2015. The next RDA training will be held in Rome on May 20, 21. Updated authority headings are sent regularly. Bin went through the training and can now has the ability to correct PCC and NACO authority files.

**Dawn Dale** reported that the new courier bid was for five years. The group order for PINES library cards and barcodes is good for one more year through Permacard, formerly Creative Data Products. Over 1500 tickets have been handled by the HelpDesk in the past year. Handouts on statistics were distributed.

There was a question whether there were plans to redesign the PINES patron card. PINES staff had not talked about this.

**Mobile App-** Chris Sharp stated that the new upgrade gave us the ability to have a mobile version of the OPAC. Terran will work on an icon for the catalog for phones.

**Annual Survey:** Elizabeth McKinney reported that participation in the PINES annual survey was up by 73%. “Strongly disagree” in all categories decreased.

**Evergreen Community Report:** Elizabeth McKinney reported that next year’s Evergreen meeting will be held in Portland, Oregon. PINES staff attended this year’s meeting in Boston and came back with some great ideas.

**Membership Action Items:**

**PINES Bags Purchase Review.** Dawn Dale stated that she had not received complaints about green bags not being shipped when requested. There are 1200 available green bags currently at the Atlanta warehouse. Hester made a motion that green PINES bags not be purchased this year; Everingham seconded. Motion carried.

**Membership Discussion Items:**

PINES staff would like to go green. Elizabeth McKinney asked the membership if it was sufficient for PINES to just print the agenda and members would be responsible to go to the PINES website and print out the handouts for their information. The consensus was to do this.

**Election Results:**

The following were elected to the PINES Executive Committee:

Billy Tripp from Peach Public Libraries, representing Small Libraries- term expiring 2017

Keith Schuermann from Troup-Harris, representing Medium Libraries- term expiring 2015

Jennifer Durham from Statesboro, representing Large Libraries- term expiring 2017

Beth McIntyre from Piedmont, At-Large, term expiring 2017

Claudia Gibson from Chestatee, At-Large, term expiring 2016

**Old Business:**

There was no Old Business.

**New Business:**

* **Online Card Renewal.** Kathy Ames asked that PINES consider doing an online card renewal. Discussion included how to verify addresses. PINES staff was asked to research to see what other libraries do.
* **Paying Fines Online.** The question was asked on what progress had been made toward having the ability to pay fines online. Chris Sharp reported that King County in Washington uses Pay Pro Flow to do this. An issue for PINES is how to redistribute the money collected fairly. There are a lot of logistics to figure out. Chris will research how fines are distributed by other library systems doing this.
* **Maximum Number of DVDs.** There was a request for the PINES Executive Committee to re-evaluate the number of DVDs that can be checked out and possibly lower the number. Elizabeth McKinney will forward this to the Subcommittees.

There being no further business, the meeting was adjourned. The next Annual Membership Meeting will be held in May, 2015 at the site for the May Director’s Meeting.

 Respectfully submitted,

 Roni Tewksbury

 Secretary