

## **PINES Executive Committee Meeting**

Minutes

December 2, 2020 at 10:00 am

via Google Meet

### **I. Call to Order and Welcome**

Geri Mullis called the meeting to order at 10:01am. Executive Committee Members present were: Valerie Bell, Stacy L. Brown, Jan Burroughs, Lecia Eubanks, Geri Mullis (Chair), Stephen Houser, Lisa MacKinney, Natalie Marshall, Martha Powers-Jones.

### **II. Approval of the September 2020 Executive Committee Meeting Minutes**

Motion to approve minutes made by L. Eubanks; seconded by N. Marshall. The motion carried unanimously.

### **III. Approval of November 2020 Special Meeting Minutes**

Motion to approve minutes made by S. Houser; seconded by L. MacKinney. The motion carried unanimously.

### **IV. PINES Staff Reports**

#### **Terran McCanna:**

Novelist stats increasing. OPACs being used more. Read-Alikes getting most usage. Web usage statistics – notifications getting back to normal. PINES APP installs increased. Working on upgrade. Travel freeze remains in effect. Q&A will be offered. Review of PINES Learning Center statistics. Evergreen development update and 3.6 successfully released. PINES Team played large role in release and moving to 3.6.1 in January 2021. Upgrade testing is ready and testing sheets due by 1/8/2021. New OPAC and Staff Client designs. Bugs in hopeless holds feature fixed – interface allows staff to see if a hold can't be filled. New Curbside Service module developed and used at other Evergreen libraries but no PINES libraries yet. T. McCanna and E. McKinney will create user documents. New features for Catalogers-Item status. New and improved search interface for Acquisitions. Reports include subtotals and grand totals. Change to hold targeting – allows items to be targeted even if a library is closed for an extended period of time. PINES Annual Survey- half as many responses than typically recorded but feedback still positive. Respondents still want to be able to share audiovisual materials. Online account registration good – 5,500 new accounts with 500 upgrading to a full PINES library card account.

#### **Dawn Dale:**

Reports were uploaded to the meeting documents page-contain information about transit times. Totes have arrived and waiting for bags. In the spring, the library card and barcode contract will come up for renewal.

#### **Tiffany Little:**

Non-profit status and Evergreen Conference are approved. Vote to cancel in person Evergreen 2021 Conference to be accepted. Online conference scheduled for April. Conference committee is testing several virtual platforms to host meeting.

**Susan Morrison:**

To date there are 52,000 PLAY student card accounts. Four school districts in progress. Another load scheduled for Effingham County. Those interested should have an introductory meeting with the school system before signing MOU for clarity and set-up expectations/requirements.

**Chris Sharp:**

Labor Day upgrades experienced some issues and operating system updates have been postponed. Upgrade should be complete within the next 3 weeks. Should not affect Evergreen and the upgrade scheduled for MLK weekend (1/16/2021-1/19/2021). Expected to be done quickly and within a matter of hours. Testing is vital for measuring the upgrades success and directors are encouraged to take part in the testing phase.

**Elizabeth McKinney:**

Speed of courier service is the biggest complaint. Wish list top ten list: (1) Place holds on new books (2) Holds tracking ability (3) Holds on AV/DVD items (4) Friendly and forgiving interface (5) Allow online registrations and renewals for library cards (6) Recommendations based on history and check out (7) Consolidate search results (8) redesign OPAC to be user-friendly (9) Drop down menu of libraries (10) All library systems fines free. Ongoing project to add search recommendations and single word searching.

**V. Executive Committee Action Items**

Volunteers in the library: S. Brown made a motion to approve; N. Marshall seconded. The motion passed unanimously.

**VI. Discussion Items:**

Chris Sharp is researching contracting of 3<sup>rd</sup> party data collection services (Orange Boy, Edelweiss) and discovering software won't work with PINES. Rise in libraries wanting to utilize collection management products and PINES Team would like to be included in RFPs. Orange Boy wanted to add patron data and BOR was consulted. Chris asked that PINES libraries involve the PINES Team in any discussion with 3<sup>rd</sup> party collection management vendors. Orange Boy has not yet been cleared by BOR. PINES desires to be able to provide libraries with the same information without having to utilize an outside entity.

RBDigital merged with OverDrive. When GADD contracted with RBD it was understood that they could interface with PINES. Evergreen prioritized development of a connector between OverDrive and Evergreen. Feature allows patrons to click a button for a digital resources option.

Director Sandy Hester discussed fine fee pilot program at Coastal Plain Regional Library System. Board approved fines free in October. Hester met with the PINES Team and encountered database clean-up issues – working through old fines and hope to automate process soon. Clean Slate Project still moving forward and they are considering how to waive old fines.

**VI. Old Business**

None.

**VII. New Business**

None.

**VIII: Issues/Requests/Discussion/Reports from the Membership**

None.

**IX. Next Meeting**

May 2021 Director's Meeting.

**X. Adjournment**

L. Eubanks made a motion to adjourn at 11:13AM; seconded by J. Burroughs.

Minutes respectfully submitted by Stacy L. Brown