

PINES EXECUTIVE COMMITTEE MEETING

Minutes

November 29, 2017

Bull Street Library, Savannah

I. Call to Order and Welcome

Chair Anne Isbell called the meeting to order and welcomed everyone. Executive Committee members present were Anne Isbell, Geri Lynn Mullis, Natalie Marshall, Holly Phillips, Pauline Abidde, Ben Carter, Holly Phillips, Martha Powers-Jones, Stacy Brown, and Jennifer Lautzenheiser.

The following systems and agencies were represented at the meeting:

Beth McIntyre of Piedmont Regional Library System, Darla Chambliss of Northwest Georgia Regional Library, Kathy Pillatzki and Carolyn Fuller of Henry County Library System, Lace Keaton of Newton County Library System, Keith Schuermann of Troup-Harris Regional Library, Delana Knight of Northeast Georgia Regional Library, Leigh Wiley of Worth County Library, Sandy Hester of Coastal Plain Regional Library, Jessica Everingham of GPLS/West Georgia Regional Library, Lecia Eubanks of Cherokee Regional Library, J. Sara Paulk of Houston County Public Library, Jan Burroughs of Elbert County Public Library, Julie Walker of Georgia Public Library System, Stephen Whigham of Live Oak Public Libraries, Mary Lin Maner of Greater Clarks Hill Regional Library, Brenda Poku of Live Oak Public Libraries, Stephen Houser of Twin Lakes Library System, Kim Spencer of Thomas County Library, Bernard Buremu of South Georgia Regional Library, Susan Whittle of Southwest Georgia Regional Library System, Gary McNeely and Leslie Partridge of Kinchafoonee Regional Library, Vince Stone of Mountain Regional Library System, Richard Groves of Catoosa County, Cynthia Kilby and Cordelia Alderman of Pine Mountain Regional Library, Carson Block of Library Technology Consultant.

II. Approval of September minutes. Natalie Marshall made a motion to accept the September PINES Executive Committee Minutes; Geri Lynn Mullis seconded. The motion carried unanimously.

III. Staff reports.

Elizabeth McKinney:

Staff updates: Dawn Dale was named to the position of PINES Service Specialist. Peggy Chambliss was named to the position of PINES Catalog Specialist.

Live Oak Public Library update: The Live Oak Public Library System first day of active PINES in all branches will be February 19th. PINES staff will be stationed at Live Oak Libraries February 19 – 20 to assist staff in patron services. Volunteers are being solicited from other PINES libraries to assist in this support.

Terran McCanna:

Development Projects. 3,232 downloads of the Android app as of 11/22. Decisions on iPhone app development are still pending. Congratulations to Sam Link from Greater Clarks Hill for having his first patch accepted into Evergreen.

MassLNC Evergreen Development Initiative: Completed work to date has all been incorporated into web client. Incomplete projects include batch actions from search results and temporary copy alerts. The next large initiative is improvements to the catalog search. New projects identified for the next phase include:

Missing item/hold improvements, ability to test notification method, option to update existing holds when notification preferences are updated, inventory functions, consolidate patron alerts/ messages/ notes, improvements to printing from staff client, sort and/or limit search results by distance.

Evergreen Community Updates. Evergreen Oversight Board will change umbrella organization and fiscal sponsor from SFC to MOBIUS after the 2018 Conference. 2018 Evergreen International Conference will be April 30-May 3, 2018, in St. Charles, MO

Web Client Training. Training will take place at 15 locations and 3 via Web Ex. There were more than 400 attendees. Testing and bug fixing is ongoing. Documentation is being updated.

Next PINES Mini-Conference will be May 14-15, 2018 in Dalton, GA.

Chris Sharp:

PINES Upgrade: The upgrade is scheduled to start Saturday, January 13, 2018 at 6am. The upgrade is scheduled to be complete on Tuesday, January 16, 2018 at 6am. The Web Client is expected to be fully functional. The Staff client will remain available.

Hackaway will be held in Indianapolis.

IV. PINES Membership Discussion

Student Digital Card Pilot. Stephen Houser of Twin Lakes reported a delay due to school processing delays. One school is 100% processed. Other schools are still at 10% processed. School populations with English as Second Language were increasingly receptive to the digital student card.

Carolyn Fuller reported that 30,000 school children were registered. The library receives the completed applications and returns a card to the students in an envelope labelled with the school, child's name, and PIN. She expects the process to be complete by March of 2018. Teachers have expressed a desire to also receive a digital card. At this time, Henry County Library System is requiring the teachers to come in and register for a card in person. Carolyn also shared the observation that it might be a consideration to start smaller within the system, as opposed to a full launch of all K-12 students at the same time.

Some questions were raised:

Beth McIntyre asked if they were checking every form. Henry County receives the forms back from the school and processes from that. Twin Lakes receives the information back in the form of a spreadsheet from each school. Additional questions included: Where there any unexpected costs? Henry County stated only the addition of library cards and envelopes. How are the cards counted by PINES? Each card counts as a regular patron. The registration forms have the same application retention requirement of 3 years or local retention requirement for patron registration forms.

PINES Strategic Plan Discussion by Carson Block. An assessment of current strengths and weaknesses was led by Carson Block.

V. Executive Committee Action Items

Live Oak Membership Approval. The Live Oak Membership agreement was approved by the Live Oak Library Board and Julie Walker, State Librarian. Ben Carter made a motion to approve the Live Oak Membership agreement. Geri Lynn Mullis seconded. The motion passed unanimously.

Next meeting is May 16th in Dalton.

Minutes respectfully submitted by Jennifer Lautzenheiser.