

PINES Annual Membership Meeting  
Minutes  
May 16, 2018, 1 pm

Creative Arts Guild; 520 West Waugh Street; Dalton, GA 30720

I. Call to Order and Welcome

Chair Anne Isbell called the meeting to order and welcomed everyone. Executive Committee members present were Anne Isbell, Stephen Houser, Holly Phillips, Pauline Abidde, Jennifer Lautzenheiser, Natalie Marshall and Lecia Eubanks.

The following systems were represented at the meeting:

Catoosa County	Forsyth County	Ocmulgee
Cherokee	Greater Clark's Hill	Ohoopie
Chestatee	Gwinnett	Piedmont
Clayton County	Hall County	Pine Mountain
Coastal Plain	Henry County	Sara Hightower
Conyers-Rockdale	Lake Blackshear	Southwest
Coweta County	Marshes of Glynn	Troup-Harris
Dekalb County	Middle Georgia	Twin Lakes
Dougherty County	Moultrie-Colquitt County	Uncle Remus
Elbert County	Mountain	West Georgia
Fitzgerald-Ben Hill	Northeast	Worth County
Flint River	Northwest	

II. Staff reports.

Elizabeth McKinney:

Live Oak joining PINES caused a significant increase in resource usage. PINES volume has increased by about 500,000 items, 70,000 patrons, and 30,000 in transits. A number of bids are due to open to include the courier service and Emerald. The university system has elected to leave the courier agreement. This will increase costs of the contract. The results of the earlier efforts on the strategic plan and ILS plan will be complete in August and shared in September. PINES offices are moving to a location yet to be determined.

Terran McCanna:

Nolvelist, GALILEO, notifications to include preinders, have all significantly increased. The Android PINES app is operational. iOS remains in development. Other items in development include: bug fixing, batch actions from search results, printing of selected items, HATCH for Firefox, spine label printing, alternate patron names. There are two open RFQs: Test notification method, and support inventory date.

Efforts are ongoing to prioritizing projects and gathering the requirements to execute the following: "Did you mean" search assistance, combining multiple alerts/notes, geographic proximity, update hold info for already existing holds, Acquisitions module conversion.

The following upgrades are pending in the 3.1 or 3.2 upgrades, to include the ability to sort the display by weighting of fields, popularity, and the highlighting of search terms in the display. There are additional features of a temporary copy alert for circulation staff and the ability to place multiple holds as once.

Another PINES mini-conference will be held again in late August.

Dawn Dale:

The courier volume has increased significantly. She reminded everyone to use the courier totes for PINES courier only. The totes are not to be used to transport between branches. Bids were collected for the library cards. Permacard won the bid. Prices are: \$13.50/1000 bar codes and 11.6c per card.

Elaine Hardy:

Partial fixes have been done for some of the catalog issues in Evergreen. Those fixes are currently in testing. No official date yet for the moving of the cataloging function to the web server.

Due to the change in the GADD vendor, RBDigital is working on a way to search for titles that does not involve adding records for e-resources to the PINES database.

Elaine Hardy on behalf of Bin Lin:

Please alert Bin Lin of any CAT1 staff changes. When requesting original cataloging, please provide biographical information.

Tiffany Little:

Libraries currently using or transitioning onto the Acquisitions module are: West Georgia, Henry, Chestatee, Live Oak, Screven-Jenkins, Ochoopee, Okefenokee. Baker & Taylor is fully compatible. West Georgia receives full cataloging from a vendor and this has been functional with the Acquisition module. Training for transition to Acquisitions has been revised from a singular training block to smaller sections. Future libraries seeking to transition to the module will start on either July 1 or January 1.

Chris Sharp:

3.0 upgrade is complete. There were initially some HATCH transition problems which have been resolved. The fall upgrade will be to 3.2.

David Teston:

The colocation facility move will realize savings. The move will begin on January 1 and have a 6 month duration.

Elizabeth McKinney:

The PINES Annual Survey responses listed the elimination of hold protection and DVD sharing as the top two requests. PINES now reports to

III. Approval of December 2017 Executive Committee minutes. Geri Mullis made a motion to accept the December 2017 PINES Executive Committee Minutes; Stephen Houser seconded. The motion carried unanimously.

III. Approval of May 2017 PINES Annual Membership minutes. Geri Mullis made a motion to accept the May PINES Annual Membership minutes; Jennifer Lautzenheiser seconded. The motion carried unanimously.

#### V. PINES Membership Discussion

Student Digital Card Pilot - Stephen Houser reported that the success varies by school. High school has less than 5% participation. Grade school has 80 – 100% participation. Overall 25% of the student body has received a card. Kathy Pillatzki reported that both Henry County Libraries and Henry County schools deemed the project a success. Next year, the library will include the student's homeroom teacher on the information to assist in connecting the student to the card quicker. Both Henry and Twin Lakes allow for the conversion of the digital card to a full card upon request. Both systems reported the investment of staff time was a significant investment. Houser advocated for digital ingestion into PINES. Cards will expire the following year and be purged 6 months following expiration. Statistically, digital cards are reported in the user count. Participation is no longer limited to the pilot group.

Natalie Marshall made a motion to continue the digital card profile indefinitely. Leslie Clark seconded the motion. The motion carried with 29 votes.

#### VII. Executive Committee Action Items

Terran McCanna presented the Subcommittee Nominations. Geri Mullis made a motion to approve the nominations as presented. Stephen Houser seconded. The motion carried unanimously.

Action Item 1: Default Patron Password. A proposal was made to change the default password on a patron account from the last 4 digits of a patron's phone number to a randomly generated number.

Jennifer Lautzenheiser made a motion that the password remains the last four digits of the patron phone number. Stacy Brown seconded the motion. The motion passed unanimously.

Action Item 2: Cataloged Items With No Fines. A proposal was made for a new circulation modifier to be created to allow for some print items to be fine free. Discussion included purposes and formats.

Geri Mullis made a motion to allow the creation of a circulation modifier of BOOKS- FF to be created. Stacy Brown seconded the motion. Pauline Abidde opposed. The motion passed.

Action Item 3: Adjust 'dvd-mid' Fine Level. Currently PINES has three DVD circulation modifiers: DVD, DVD-mid, DVD-long. Discussion followed for clarity of purpose and impact on current holdings.

Stephen Houser made a motion to table the discussion pending further review by PINES. Geri Mullis seconded. The motion passed unanimously.

Action Item 4: New Circulation Modifier for Equipment. A request was made to create a circulation modifier that would allow for equipment to be circulated by only the owning branch. The purpose is for equipment that should not transfer between branches.

Stacy Brown made a motion to create a new circulation modifier of Equipment – Local to be used for items circulating by only the owning branch. Stephen Houser seconded the motion. The motion passed unanimously.

#### VIII. PINES Membership Action Items.

Lisa MacKinney made a motion to not purchase PINES bags. Leslie Clark seconded the motion. The motion passed unanimously.

Cynthia Kilby made a motion to gather purchasing information for the transit bins. Lecia Eubanks seconded this motion. The motion passed unanimously.

#### IX. PINES Executive Committee Election Results.

The following are members of the executive committee:

Stacy Brown, Uncle Remus, Multi-County, At-Large

Lecia Eubanks, Cherokee, Multi-County, Medium

Stephen Houser, Twin Lakes, Single County, Small

Jennifer Lautzenheiser, Middle Georgia, Multi-County, Large

Natalie Marshall, Flint River, Multi-County, At-Large

Geri Mullis, Marshes of Glynn, Single County, At-Large  
Martha Powers-Jones, Okefenokee, Multi-County, Medium  
Trent Reynolds, Thomas County, Single County, Small  
Miguel Vicente, South Georgia, Multi-County, Large

X. Old Business

XI. New Business

XII. Issues/Requests/Discussion/Reports from the Membership

XIII. Next meeting will be in September in Madison.

The meeting was adjourned.