

PINES Executive Committee Meeting

Minutes

December 8, 2010; 1-3

Savannah, GA

- I. Call to Order Claudia Gibson, Chair
Claudia called the meeting to order. Members present were: Lecia Eubanks, Claudia Gibson, Dusty Gres, Sandy Hester, Lace Keaton, Jean Turn, Carrie Zeiger. PINES/GPLS staff present: Chris Sharp, Elizabeth McKinney, Alan Harkness, Lamar Veatch. Several representatives from member and non-member libraries were also in attendance.
- II. Welcome Claudia Gibson
Claudia welcomed everyone and thanked them for attending and participating.
- III. Approval of September 15, 2010 Meeting Minutes Claudia Gibson
Lecia Eubanks moved that the September 15, 2010 minutes be approved. The motion was seconded and passed.
- IV. PINES Staff Reports:
- Overdue report - Elizabeth McKinney stated that there was a slight increase in percentage of overdues. Past years' overdue reports are on website attached to the Executive Committee minutes.
 - IntraPINES loan report- will not be run until the end of December. It will be presented at the February meeting.
 - Bucket Project – Elizabeth McKinney and Chris Sharp went over the background of the bucket project. They are currently working on documenting Evergreen and setting up a testing cluster, called FANG. The project should be complete next month. After that a new server cage will be built, after which PINES will have its own testing environment. At that time many other things will be possible. Project is funded out of development dollars.
 - Reports Cleanup – Elizabeth McKinney – There is concern that some report templates are not completely accurate. Katherine Gregory will soon begin deleting templates that are inaccurate. Version 1.6 will include set of templates that work properly.
 - Training – Chris Sharp – Since September, over 400 staff have been trained in many different aspects of PINES. Most training was on demand.
 - Database Cleanup –Chris Sharp – As Backstage Library Works continues to delve more into the PINES database, they find more and more problems with it. The company is into its seventh test of profile. Match rate is abysmal - .6%
 - Acquisitions – Chris Sharp – The working module will be part of Evergreen version 2.0. ESI is still developing PINES acquisition requirements. As soon as that completed, they will begin testing. They have a list of priority requirements that must be done before moving to version 2.0.
 - For the benefit of new PINES Executive committee members, Elizabeth McKinney gave a general overview of what occurs when someone makes a request to change something in PINES. She used receipt labels as an example. She also went over PINES past ten years timeline. The timeline will be made accessible to libraries and the public from georgialibraries.org.
 - Next 10 years for PINES –
 - i. Staff audit – what skills are needed. What talent and skills do we currently have? Right now there are two open PINES positions and three open IT positions.
 - ii. Rethinking contracts for services
 - a. There is currently a contract with equinox for sys admin, software support, software development, hardware maintenance and training.
 - b. New model will consist of three RFP's: one for software development, one for software support and one for reports development. This will be opportunity to

diversify development partners. PINES staff will provide sys admin and hardware maintenance.

iii. The Evergreen community – why bother?

- a. To insure the health of the code and to guarantee that one vendor doesn't become the sole source of the code.
- b. Money. Other entities will help with development. King County helped a great deal in developing workflows and acquisitions.

iv. As Version 2.0 ramps up, the development community will stop supporting Version 1.4.

This means we need to upgrade to Version 1.6 and not wait until Version 2.0 is ready. The best case scenario is to upgrade to a new operating system in January, 2011, then upgrade to Version 1.6 in February, 2011, then upgrade to Version 2.0 in September, 2011. This is an optimistic but highly unlikely timetable. Upgrade to Version 1.6 will be without a net, so could be rough upgrade. If the Version 1.6 upgrade can't be completed by March, then it won't be attempted until fall, 2011. There will be some training for Version 1.6 around the state.

- The courier has cut its price to GPLS because it has picked up university system.
- In response to a question about reviewing the holds matrix, Elizabeth McKinney explained that the PINES staff still doesn't know exactly how the holds work. Solving the holds problem is important but it is limited by time and resources. After acquisitions is completed, they will be able to concentrate again on holds. They will look into setting a soft ceiling can which will keep books in the system. Changing the soft ceiling may have unintended effects on the way holds are expected to work. There was a question as to whether alphabetic order has something to do with hold order. The database cleanup will have a significant beneficial impact on holds.

V. Executive Committee Action Items - none

VI. Executive Committee Discussion Items - none

VII. Old Business

- PINES Bag Purchase – Elizabeth McKinney reported that Dawn Dale has applied for grants to purchase bags. Greg Heid is working on sponsorships.
- Phone Notification - PINES staff is working on details
- Public Library / University Courier Service – Merryll Penson is in favor. Bag must be appropriate color, which means both groups must be able to purchase enough of each color
- Cataloging Outside of Regional HQ – still in progress.

VIII. New Business - none

IX. Next Meeting – February 10, 2011 at 10:00 at Fortson library in Hampton.

X. Adjournment