

**VALLEY LIBRARY CONSORTIUM**  
**Minutes of the Administrative Council**  
**May 18, 2011 10:00 a.m.**

Council Members Present: Rosemary Rice-Gutierrez-Bridgeport; Marcia Dievendorf-Caro; Josh Schu-Community District; Jack Wood-Delta; Bruce Guy-Gladwin; Melissa Barnard-Grace A. Dow; Alice Parsons-Northwood; Jeanette Bach-Pigeon; Erin Schmandt-River Rapids; Kristen Valyi-Hax-Ruth Hughes; Nannette Pretzer-St. Charles; Bryon Sitler-White Pine.

Council Members Attending Remotely: Kay Hurd-Almont; Desta Ureel-Dryden; Sheila Bissonnette-Harrison; Kate Pohjola-Lapeer; Kelli Lovaz-North Branch; Marsha Boyd-West Branch.

Council Members Not Present: Tom Birch-Bay County; Colleen Montalbano-Bay City Schools; Stephanie Mallak Olson-Iosco; Jessica Moore-Marlette; Judy Eastland-MMI; Cory Goethe-MCC; Trish Burns-PLOS.

Others Attending: Lee Martin-VLC; Kay Dunker-VLC.

Chair J. Bach called the meeting to order at 10:15 a.m.

J. Bach asked if there were any additions to the agenda. There were none.

## **OLD BUSINESS**

### 1. Approval of the minutes

K. Valyi-Hax moved to approve the minutes from February 16, 2011 meeting. J. Schu seconded. Motion passed

## **CHILIFRESH DEMO**

Scott Johnson from Chilifresh gave a remote demonstration of the Chilifresh features that can be added to HIP.

## **EXECUTIVE DIRECTOR'S REPORT**

1. The Chilifresh demo was discussed. Chilifresh is installed on the VLC training HIP and can be accessed at <http://vhlp.vlc.lib.mi.us/ipac20/ipac.jsp?profile=sge> for library staff to evaluate.

Pricing for Chilifresh is as follows.

Chilifresh reviews:

One-time Setup Fee: \$150

First Library Location (Divided amongst participating libraries minus \$120): \$1200

Each Additional HIP profile: \$120

Annual Subscription Requirement: First Library Location Fee + Each Additional Library Fee  
Chilifresh Connections (the social networking aspect): \$9990.00 (Which is what our Syndetics subscription costs. If we purchase Connections we will not require Syndetics any longer)

2. The recent downtime of the system was needed to replace a controller in the server. L. Martin feels it is important to move forward with purchasing a new server.
3. There is a bug in the new HIP that the Logout buttons borrowers see during the request process do not log the user out. Members agreed that if the wording on the buttons could be changed, we should go ahead with the upgrade. The VLC will provide an example of alternate wording.

4. L. Martin provided an update on the Northwood ILL pilot project. There is a downward trend in the number of requests.
5. Request Tracker, an open source help desk software, has been implemented and is being used by two libraries. The goal is to have all the libraries using it by July 1, 2011.
6. For several months only a portion of the database was being loaded to Melcat. A full reload of the Database is scheduled for over Memorial Day weekend.
7. COSUGI Conference reports from L. Martin and K. Dunker are included in the packet. L. Martin will be scheduling a demonstration of Enterprise 4.0 once it is available. Enterprise is an alternative to HIP.
8. The VLC website is being remodeled. Members agreed that there is no need for password protection on most of the website.
9. L. Martin reviewed the new format of the financial reports.

## **NEW BUSINESS**

### **1. Database Recommendations**

K. Dunker reviewed the Database Committee recommendations.

- a. For ephemeral or unique multipart items created by member libraries, the VLC staff will create records as requested
- b. Allow copy records on non-serial bib records
- c. Removal of the "Place a Hold" option from the bib summary screen

E. Schmandt moved to accept the Database recommendation. K. Valyi-Hax seconded. Motion carried.

### **2. Strategic Plan – Moving Forward**

L. Martin presented a color-coded spreadsheet with the short and long term colors. He plans to spend three to five minutes each meeting reviewing the spreadsheet. He will soon be contacting the members responsible for each long term goal.

### **3. Adding Technology Sharing to Agenda**

L. Martin asked members if they felt we had time in the meetings to add Technology Sharing to the agenda. M. Barnard suggested using a consent agenda where routine items are presented as whole unless someone wants to discuss a specific issue. It was also suggested that meetings start at 9:30 when longer demonstrations are to be done. Members agreed with the consent agenda and with the earlier start time.

## **ANNOUNCEMENTS:**

J. Woods stated that Delta College Library will only be open Monday through Thursday until the end of July.

Meeting adjourned at 12:05 p.m.

Next scheduled meeting is June 15, 2011 at 10:00 a.m.

Minutes prepared by Kay Dunker.