Delivery Workflows Work Group
September 23, 2021, 10 am
Phone/video conference

Meeting Documents: https://www.scls.info/committees/delivery-workflows-work-group/2021-09-23

To phone into this meeting call 1-866-226-4650, use access code 461-0415-2019
To access this meeting visit https://bluejeans.com/46104152019/ (select the join via browser link)

1. **Call to Order**
    a. Introduction of guests/visitors
    b. Changes/Additions to the Agenda

2. **Approval of previous meeting minutes:** will approve August minutes at next meeting

3. **Action Items**

4. **Discussion**

    a. ARPA grant ideas discussion:
        i. Tagging materials for libraries that aren't tagged (Delivery project)
        ii. RFID tags
        iii. RFID tagging stations for libraries that don't have them
        iv. Self-checks new or replace older Bibliotecha models
        v. Lockers (Envisionware or other vendor)
    b. Next discussion topic(s)
        i. Does Corey have a system map that we could see how items move?
           Maybe put together a map of volume where items are delivered and how often.
        ii. Current working model would be helpful!
        iii. Presorting bins at libraries (Jamboard)
        iv. Review Holds sequence in ILS (to sync with routes or some other sequence) (Jamboard)
        v. Using other sorters at libraries to pre-sort (Jamboard)
        vi. [Sorter at Delivery]
    c. November (25) and December (23) meeting dates – should they be changed?

5. **Plan for Next meeting:** October 28, 2021

6. **Adjournment**

Jamboard https://jamboard.google.com/d/1yMGOJK4hIat9OfOPTq_v1ZRofFEzwY-06CxHaGzaMKE/viewer?f=0

For more information about the Delivery Workflows Work Group, contact Vicki Teal Lovely or Corey Baumann

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