

SCLS ILS Committee Minutes

December 6, 2017

10:00 a.m.

Action Items:

Approved the 2018 Technology Plan: ILS section.

Approved the 2018 Meeting Calendar.

Approved the ILS Evaluation Timeline.

Present: E. Foley, ACL, C. Borck, WID (2); A. Noel, BRD (3); E. Glade, PCPL (4); E. Judd, SKC (5); E. Norton, MCM (6); S. Lee, M. Warren, MAD (11, 13); M. Navarre Saaf, MAD (12); B. Faherty, MID (8),

Absent: H. Cox, MCF (7); T. Herold, DCL (9, 10)

SCLS Staff Present: V. Teal Lovely, A. Gannaway

(The number following each individual indicates the cluster they represent)

Call to Order: V. Teal Lovely called the meeting to order at 10:08 a.m.

- a. Introduction of guests/visitors. None
- b. Changes/Additions to the Agenda. None
- c. Requests to address the Committee. None

Approval of previous meeting minutes: B. Faherty moved approval of the October 11, 2017. S. Lee seconded. Motion carried.

Action Items

- a. Approve 2018 Technology Plan: ILS section: S. Lee moved approval of the 2018 Technology Plan: ILS Section. B. Faherty seconded. Motion carried.
- b. Approve 2018 Meeting Calendar: M. Warren moved approval of the 2018 meeting calendar. A. Noel seconded. Motion carried.
- c. Create ILS Evaluation Timeline: The ILS committee discussed this and determined the following timeline:

The final report and proposal from the ILS Evaluation Lead Work Group will be presented to the ILS Committee on March 7th. The proposal will then go to the All Directors meeting on March 15th for discussion. The Directors will have an opportunity to share the proposal with their library boards and a vote will be provided online with a deadline of April 30th.

The ILS committee canceled the February 7th ILS meeting and rescheduled it for

March 7th to accommodate completion of the ILS Evaluation Lead Work Group's report and proposal.

M. Navarre Saaf moved approval of the ILS Evaluation Timeline. B. Faherty seconded. Motion carried.

Discussion

- a. Policy for new non-database subscriptions—follow up to discussion from June 7, 2017. Do we need a policy? Current database authentication page: <http://www.scls.info/reference/eresources>. SCLS does have a database authentication policy that states that libraries need to inform SCLS of any database contract they may be considering purchasing and signing that would interact with the SCLS database.

What can SCLS do to make this easier for libraries? Suggestions included: Speak to WiLS to make sure they are aware that SCLS has a policy; include the policy in the new director orientation; send a reminder at the end of the year since that is when subscriptions would be renewed; send reminders after WLA and PLA; and include the topic in Top 5 and place screen shots on the SCLS website. They also asked for a reminder on how to remove databases at this time of year. The SCLS coordinators will discuss this further and will send information to the libraries. An email will be sent to the directors informing them that this topic will be included in the director orientation. M. Van Pelt also indicated that this topic could be raised at the next All Director's meeting.

Reports

- a. December ILS Report: You may view the report online.
- b. Report from the CSC Subcommittee – Did not meet
- c. Report from the CMC Subcommittee – Did not meet
- d. Report from the PAC Subcommittee – Did not meet.

Items from clusters: Dennis Reynolds from MPL retired and they are in the process of hiring a new cataloger.

Plan for Next meeting: March 2018

- a. Cluster Rep Orientation
- b. Review calendar
- c. Follow-up to ILS evaluation

Meeting evaluation and summary

Adjournment: 10:42 a.m.

Calendar of Events

SCLS staff is available to attend cluster meetings to share information and answer questions pertaining to this committee meeting and other departmental projects.