

LINC DIRECTORS GROUP MINUTES (DRAFT)
March 16, 2004

This meeting was preceded by an Illinois State Library meeting on the changes in the OCLC Pricing Structure for FY2005. The meeting was called to order at 11:10 a.m. The minutes from the May 15, 2003 meeting were approved.

AUTOMATION EQUITY FUND

Jan reviewed the current cash balance in the Automation Equity Fund – it is \$451,117. The total cost for the Horizon contract is \$287,642. The Automation Equity Fund will save individual libraries up to \$60,000 for the purchase of this system.

ELECTION OF OFFICERS

A slate of officers (to preside over LINC Directors Group and LINC Policy Council) was presented to the LINC Directors Group who unanimously approved the following: Chair – Scott Drone–Sillers, Vice–Chair – Rick Dulaney

LINC UPDATE

Pat gave a review of activities outside of the Horizon upgrade process. Since the last meeting, 9 libraries came online with LINC while 3 libraries signed contracts and began adding holdings. We now have an online status screen on the LTLS web site, indicating messages or issues related to all online services. Some libraries implemented receipt printers. In the fall, we re–did all of the Dynix hold queues with the changes in delivery routes.

HORIZON UPGRADE PROCESS

Pat reviewed all of the major steps that have been completed with the Horizon Upgrade process. The contract was signed at the end of October which began a series of weekly calls with a project team. A test database was created at the end of November; we enhanced the web site to allow for more communications with a Horizon Upgrade Newsletter, an FAQ site, and surveys for critical data; we began correcting problem codes/data in Dynix; and staff received training on all modules in December. Cleanup utilities were run to delete ‘bad/old’ data in Dynix and we began a production load of the Dynix data on February 16. We have been working on the configuration of the Horizon software as well as the configuration of LINCpac. March is devoted to training staff from libraries, inputting security, and checking data. Pat gave everyone a summary sheet that explains how Horizon security is being set up for 400+ users. This may require some refinement after we come up on Horizon.

LINC FY2005 COSTS

Jan reviewed the components of the shared costs and charts showing cost history and port fees over the last 10 years. The OCLC FY2005 Pricing Structure may have some impact in the future.

LINC FY2005 GOALS

There was a general discussion on what we want to accomplish in the next year. Suggestions from members included:

- LINC Policy Council should examine if we need PIN numbers for patrons
- Can the circulation codes be made more similar so patrons aren’t confused?
- There needs to be a mechanism to allow more people to be on committees
- There needs to be more horizontal communication

The meeting was adjourned at 2:00 pm.