URSUS Retreat
August 16-17, 2012
Meeting Notes

Present: Tom Abbott, Christine Hepler (last part of meeting), James Jackson Sanborn,
                  Leslie Kelly, Angelynn King, Linda Lord, Barbara McDade, David Nutty,
                  Joyce Rumery, JoAnne Wallingford

Absent: John Barden, Steve Podjagny, Frank Roberts

Collaborative Purchases Discussion

A central pool of funds may work if we can use MaineStreet and create a line and invoices within MaineStreet for a Fogler Database Fund or some other name. (If we are looking at a pool that does not have the invoices tied to it this will not work)

It may be difficult for all campuses to pay up front in a multi-year contract. We can see if the vendors can supply multiple invoices for a multi-year contract. Then it may be possible to send out the invoices to all in July for all products. There are some now that are not fiscal year contracts, so we would need to make an exception for those. These types of contracts do require that one library be able to pay for the full contract in the first year.   (I was told that the vendors will not supply multiple invoices because it creates a problem at their end with internal accounting)

One suggested procedure:

Request account combinations to be used for billing at beginning of the year.

One week prior to putting a shared billing invoice through the purchasing system, email campus contacts and let them know that billing for the product will be put through on a particular day. This assumes that the purchase of the product has been agreed upon by the Directors.

Each unit will be charged their share, and will need to approve it in Maine Street Marketplace. The total amount of the invoice will show in the approval line, but it should be possible to drill down and see your individual expense.

Direct billing at the time the invoice is processed eliminates the need to do a JV or an adjustment after the fact. The Director of Orono's purchasing department has encouraged this approach.

When making a purchasing decision that spans multiple years, it is preferred that the payment is something that each unit can pay in the initial year. In the case of Summon, Ebook, and Refworks, payments from the campuses did not match the fiscal period of the invoice. At Orono, we found an expense that matched the original billing that could be shifted to the other campuses for their share during years 2 and 3. Ideally everyone would pay their share upfront. In some instances we have been able to get stable pricing for a five year period with an invoice provided each year (e.g., Serials Solutions 360 product). This has worked well.

As we acquire products and databases Maine InfoNet needs to be in the loop from the beginning. This will help with issues about timing, server needs, and other resources that may be required to make a

product or resource available. We also need just one communicator with the vendor, that individual will communicate with all involved libraries and MIN. We will be aware of the installation time needed and take the summer months into consideration since there may be fewer hours to put into a product installation when staffs are on vacation. If we make sure that all purchases are coordinated and communicated we should be able to make installations work better for all involved.

 If any of us are seriously considering a new product we will alert others using the URSUS listserv, then if there is more general interest it may be explored as a collaborative purchase.

We need to provide direction for the Database Committee for ebooks, this is a difficult topic and we do not have a good handle on how this may develop.

We need to make certain that we are following the procedures set by the UMS Office and our campus business offices when we are working on collaborative purchases. It was noted that each campus may have differing policies and procedures.

We will keep collaborative purchases as a standing agenda item with these subheadings -report on what we are doing, is Maine InfoNet in the loop, what are we exploring as possible purchases, and are we exploring anything new. And we will keep the communications open by using the listserv.

Reference Retreat

We need to restart the tutorial committee. Amy at UMM will be asked to chair the group. Some questions are, should there be a single software product and a central place for all tutorials so that any library can pick up tutorials.

We will go back to the group and ask them to define what they mean about assessment and resources. The Directors endorse the interest in the topic.

Regarding the Technical Services Committee and the Access Services Committee we will contact them and let them know that we will support a retreat or other type of meeting for a continuation of their conversations.

Copyright and Copyright Clearance Center

Leslie is chairing this committee and along with other issues will address the use of the Copyright Clearance Center. Even with the good outcome from the Georgia case it is important to have a statement about Fair Use that we all agree to and it should be as flexible as possible so that we can provide the needed services to our communities. Leslie has most of the names of the library representatives and will send out a note to the group within a week.

Portal

James has been working on this and initially using a definition of active because the portal is more generous than our current access.

Staff need to be aware that when creating web pages that they use the url that is authenticated.

James will launch this as Beta at the end of the month

Illiad

There is an issue at Bangor Public Library and Portland Public Library regarding the borrowing for other libraries in the state. As ARRCs they request interlibrary loans for the libraries in their districts. These requests go through OCLC and when they are at the lending library that library does not read the ILLiad request to see where the item should be sent, instead they send it to the last library noted. These misdirected loans have meant that one Maine library may get books for a number of other libraries in the state and has to assume the cost of the mailing.

OCLC and the offending libraries have been contacted with no resolution.

Maine InfoNet strategic priorities for 2012-13

The priorities were reviewed and the exploratory document for a new ILS was described. It s not an rfp, but it will help to define what we need. One issue is that there are not many vendors and we cannot lose the connections we have for the state-wide borrowing.

The tentative summits were described, all are planned to take place at Colby College. The Directors Summit will be November 16, 2012 and will have a public library focus, the afternoon will be for all library types. The Access Services summit will be December 7, 2012 it will not be an "how to" program. We are exploring the Georgia conference to get ideas. The collections summit will be April 26, 2013 and the theme will be e-resources.

MIN now has a 501c3 and for the first work with this new arm will be acting as the fiscal agent for HSLIC for some purchases.

Three year outlook

We began a review of Jim Neal's presentation and worked with the slides that posed questions about libraries. We began answering the "questions to consider" from the slides. We went through most of the questions on slide four.

The new normal:

> Budgets are lower
> Ebooks
> Collaboration
> Patron expectation of immediacy
> Digital divide
> Warehouse to learning center
> 30 year old and under not using the library as much
> Space collaboration

Collections and services

> PDA
> Learning center changes
> MSCS

Collaborative software

Effect of library roles

> One cataloger for URSUS/state
> Reference, more one on one
> Provide lists of books, an app for what to read
> Learning how to……
> The library as a "trusted place"
> Any where, Any time, Any device

The radical collaboration mentioned in the slides – we are not there yet. Maybe the MSCS is close. Maine InfoNet is a part of the collaborations and is unique, but maybe not radical.

Where do we intersect with users – we are paying attention to open collaborative spaces.

Colby college reorganized job duties to address the new role of the library.

How do we know about users, should we use another product, LibQual Lite?

Enhancing the user experience

> ILS replacement
> Subject guides – like an app

We decided to go through the slides and answer all of the questions. These are to be sent to Leslie, she will collate and get back to us. We need to keep the Eleven Libraries document as we work through the exercise.

Outcomes and Strategic Priorities for 2012-2013

Fort Kent will explore Films on Demand as a group purchase. (Leslie)

We will establish the use of a MaineStreet account for group purchases. (Joyce)

We will work on what we want in a new "URSUS".

We will work on the three-year plan for the Chancellor.

We will work on better communications – both internal and external.

Contact the Reference Committee about assessment. (Joyce)

Contact the Technology and Circulation Committees about a possible retreat. (Joyce)

The Copyright Committee will begin work. (Leslie)