URSUS Directors' Retreat
August 8-9, 2013
Law and Legislative Research Library
Legislative Conference Room, State House Augusta

Present: Tom Abbott, John Barden, Chris Hepler, James Jackson Sanborn,
Leslie Kelly, Linda Lord, Barbara Mcdade, David Nutty, Frank Roberts,
Joyce Rumery, **Brenda Sevigny-Killen**, JoAnne Wallingford

We thank John Barden for hosting us and giving us a tour of the library and their storage building. The work that John has done to make materials available online is impressive and will be a help to all of us.

Review of goals from 2012 retreat

Our goals from last year were more of a to do list then a list of goals. We did not accomplish all on the list. The report to the Chancellor was not completed, we still need to have the URSUS ILS as an ongoing topic, and we still need to work on some communication issues.

Update on the III meetings and future of the ILS

James reported on the meetings with III and the possible changes we may see with a new ils. We need to think about the configuration we want for URSUS. What pros and cons are there for various configurations. The history of URSUS was for the largest collections to be in one system and Portland Public Library was meant to be a member.

There are issues with the functionality that is needed by different libraries and that the rules driven by the majority do not fit all members of the group. There will still be a MaineCat.

James is working on a prototype of a login through the portal using the PeopleSoft ID.

IMLS grant report, Hathi Trust, and Shibboleth

ITS contracted with Glu Technology Solutions to implement Sibboleth. The Hathi Trust was a specific target of this work. One of our goals was to expand collections using Hathi Trust. This failed and the direction we thought we would be taking both fiscally and for access was overturned by a Hathi Trust decision. This is a major setback for the project. We may be able to revisit this with new leadership at Hathi.

We will see a change in the URSUS catalog soon, some item records will have a statement in the 583 field that begins "committed to retain." These items are part of batches of records analyzed and selected by the staff working on the Maine Shared Collections Strategy grant. Broadly, it means the library is responsible for keeping a copy of the title for 15 years for the benefit of all borrowers within the state. The status will remain the same, if it is a circulating copy, it will continue to be circulating. If it is lost or cannot be repaired in most cases it will be replaced.

Radical Collaborations

We do not want to rest on the collaborations we already have, we need to continue with other connections and collaborations. We also need to recognize that not all products will fit for all of the libraries, but we should still explore the possibilities that may work for us as a group.

Chat service – more libraries are now interested in this. Currently two libraries are using RefChatter, one library is using H3LP, and others are using other types of chat within their own communities. Should we all use the same system or is the chat we may all be using okay for other campus users to understand? How do we expand this service for the benefit of our users. Should we re-explore a connection with a library on the west coast to offer more chat hours?

Technical services centralization – if this is meant to be for print the libraries are not buying enough to need this. Maybe we need to look at the e-resources that are being added, would there be any benefit from collaborating there? There is work needed to load records and to make certain they are complete MARC.

Summon – since we now have an instance for each of the campuses this product may be a way to help users get to the resources we have purchased. Some libraries are emphasizing the Summon search box. Since we were unable to use the functionality of Summon or did not spend time with it as a resource the training we are now getting will help us understand the usefulness of this product. There needs to be a point person at each campus for the back room functions as well as the public part of the service. The Reference Committee has set up a workshop for the public part and Maine InfoNet has a webinar scheduled for the back room, customization functions. There has been a demo of the Ebsco EDS product and the Maine State Library may acquire this product for the MARVEL databases. Ebsco would offer a 50% discount for the other libraries if the state purchases EDS. Summon does not fit the needs of the public libraries well since the return is mainly articles, not monographs.

Tutorials – after a thorough review of competing screen recording video products, the Reference Committee selected and recommended purchase of Camtasia. Their decision was based on performance, ADA/IDEA/504 compliance and educational pricing. Work on producing tutorials that can be shared has only recently begun, and samples of tutorials will be shared in the near future. To date Camtasia is performing as expected for our needs.

K-12 information literacy – how can we collaborate on getting students ready for college? This may be one way to use tutorials. We should set up a meeting with Sherry Dolloff and the consultants to get ideas from them on how to proceed. Since some campuses already have some programs in place how can the libraries plug into those opportunities? We need to discover what is happening in our communities to try to get more involved in those activities. Also expand this topic to digital literacy.

Floating collections – we have discussed this idea before and it deserves more thought. We have discussed having the Request Function loans remain at the library where they were requested. The details that we need to think about are location codes and shelving needs. This may not be more work since the items do not need to be returned, but it will be different work for some staff. This also fits into the Maine Shared Collections Strategy that is meant to expand beyond the initial eight libraries.

Subcommittees and their work

All of the committees meet on a regular basis, have done good work and will be a part of the collaboration work we report to the Chancellor and Vice Chancellor. We will not insist on retreats, but we will support those groups that want to have a retreat.

The Reference Committee has done very well getting workshops organized and reporting on their work.

The Cataloging Standards Committee has a new Chair, Bryce Cundick, he will send the minutes on to the Directors. Cataloging Standards participated in the RDA workshop that took place on the 8th. Bryce will follow up with the Standards Committee for videoconferencing for more work with RDA.

The Circulation Committee meets regularly, but is not interested in a retreat. They will be asked to send their minutes to us. They will also be asked to look at ways to contribute to the liaison work, but focus on the nonacademic parts of the campus, student groups and other organizations. They will be referred to FEAST - Future Emerging Access Services Trends.

The Special Collections Committee presented their Best Practices document with an update memo. The memo dealt largely with the MACON project, a shared site for finding aids. This project is in beta running on a server at Maine InfoNet. There is still some programming that needs to be done and currently there is not much representation from all libraries in MACON. The project was funded in part by the Maine State Archives, but there is no more funding available from the Archives. MACON is a need that is stalled and training needs to take place so staff can load the finding aids. James will check on the programming needed and maybe we will be able to move this to an active site.

Their Best Practices document has listed some items that could be done with little cost, this may include the brochure for promotion and outreach. We will ask that this group move

from ad hoc to ongoing and to update the membership list and include libraries that were not on the original group.

Procurement

Libraries are on the list for the 3rd quarter of FY15. We expect that the Huron Report is the document being used for this work. The meetings the library directors had with the Huron representatives showed us that they did not understand libraries and tried to put us into the bookstore model. This will definitely be to our detriment if they move forward with this plan.

What should our strategy be? We need to make them aware of the differences with our needs for the acquisitions and services and state that we are already doing the centralized procurement. We can name staff who are already working on this for the group. We do have to be ready and lobbying will not work. We have to demonstrate that we are fully on the side of academics. So far the centralization has been on the business side.

New VCAA and the Roadmap

The new VCAA needs to be made aware of the issues facing the libraries and we need to complete the roadmap. The Vice Chancellor asked us to sent the document to her as well as the Chancellor since the libraries will be part of her portfolio. The roadmap will be our message to the System and it needs to be an academic message that describes the collaborations we are already doing. RDA is one example since that was work that went beyond the UMS.

We want to ask Dr. Hunter for her help with the issues facing the libraries and for her help to strategize. Joyce will meet with her first to work on this part. We will then try to get the document written by mid-October. We also recognize that we need to make the emphasis academic and we may want to refer to or pull from our annual reports. We will try to have Dr. Hunter meet with us by mid-November.

Maker spaces

Are any of the Directors planning for Maker Spaces in their buildings? Some campuses may have a facility doing that work outside of the library. Frank is thinking about a new space and Tom may have a visualization lab. Frank will put together a group to develop these spaces on our campuses.

The Maine InfoNet Directors Summit may include this topic, this summit is planned for November 2013.

Succession planning

We need to have this be a part of our ongoing discussions. Some of us are or will be nearing retirement in the near future. We also have staff who may be considering retirement. As we

maintain the current collaborative work and add other collaborations we need to keep records of this work and who is involved, this will help those who follow us to understand the connections and what must be done to keep this work moving forward. How do we keep work going both internally and collaboratively with major personnel changes?

There has been some successful work towards this. Joyce participated in the search for the Director at Machias. David was named to the search committee for Tom's position.

Maine Policy Review

This issue has been out for a few months. How do we use it to further conversations about the URSUS libraries. Some articles will be reprinted in the Bangor Daily News. There have also been requests for issues that have been filled by the editor. Everyone was encouraged to read the issue and think about how we can use it for conversation sin the state. It should also be part of any information going forward to our reporting lines.

Maybe we can work with Linda Silka to take it on the road.

ARES

This e-reserves product may be too much product for some libraries. There is still a problem getting the statistics that are needed by some libraries. The invoice has not come in and the contract ended in June. David had asked for an extension, so we may have one from the company.

Copyright Committee

This committee wants to be a standing committee and the Directors agreed. This is a committee that fits very well in the academic work of the libraries and we appreciate that the Committee wishes to continue.

Meeting Schedule for September 2013 through June 2014

We will set up the meeting schedule via email over the next week. We anticipate it will continue to be on Fridays at the Bangor Public Library.

URSUS Library Directors' Goals 2013-2014

Chancellor's report

> There will be a meeting with Dr. Hunter to ask her advice on the issues we are
> facing, particularly procurement. We will do a rewrite of the document with an
> academic view. After the meeting with the VCAA we will get the Roadmap to the
> Chancellor and Vice Chancellor by mid-October. We will ask the VCAA to meet with
> us at our November meeting.

Ideas for more collaborations

> Floating collections - explore and assess the implications of floating collections. We
> may need a trial with some libraries or for a period of time. Maybe this idea needs
> to go to the subcommittees since it has implications for collections, reference,
> circulation, and technical services.

> Information literacy in schools – we want to create a way to improve information
> literacy for the students graduating high school. To start we need to have an
> inventory of already established or planned programs that we may be able to plug
> into. We also need to have a process to assess this work.

Configuration of URSUS

> We need to spend time on this and the implications for the group as well as
> individual libraries. The software may require some compromise or we may have to
> have an URSUS that has a different make up.

Maine Shared Collections Strategy

> We need to assess the implications of the MSCS for URSUS and to have
> something substantive that the URSUS group can take from the grant work.

Circulation Committee

> In light of decreasing print circulation this committee will be asked to look at a
> recent FEAST presentation or other descriptions of a liaison program that involves
> the nonacademic groups, student organizations, etc.

Special Collections Committee

This committee will be a standing committee. They will be asked to redo their membership including the previously unrepresented libraries. Their Best Practices document includes some items that could be done easily such as the brochure.

The MACON project will be moved ahead with support from the Directors. This intent is to move it from beta and provide training for the libraries to use the service.

Reference Committee

This committee will be asked to look at chat again in terms of a product. They will also be asked for ideas on how to extend chat hours beyond our libraries.