

**URSUS Directors Meeting  
April 4, 2014, Meeting Notes**

Present: Tom Abbott, Janet Brackett, Shiva Darbandi,  
James Jackson Sanborn, Leslie Kelly, Linda Lord, Barbara McDade,  
David Nutty, Joyce Rumery, Marianne Thibodeau, JoAnne Wallingford

Future of the URSUS libraries

The Chancellor at a recent meeting discussed the human assets of the universities. He spoke about the integration of academic enterprises and the need to cut down silos between campuses.

The directors had a discussion about areas where we can have a seamless service or resource. The OCLS service level agreement with Shiva's role as an expert in off-campus support is an example of integration.

We have discussed centralized cataloging and UMA may need help with cataloging in the near future. Some libraries do not need much original cataloging. Also libraries may have staff that wear multiple hats and may not get much benefit from centralization of some of the work we do. How does the money question come into this, do we end up paying each other for these services or can there be some balance if we do this across all libraries?

We do have a strength in the tutorials that have been created, we do swap in that area.

Floating collections were raised. This was a topic we had discussed before. It would eliminate the returns, but we would have to add steps to the check-in process. Also we would need to prepare for the shelving needs. III has a floating collection module that is set up for branches, so we would have to determine if we could use it for our consortium. The III floating collection determiner table that has item locations, item type, and terminal location. We will delay the floating collection idea until after the migration, but James will check with Chris about the cost. We will revisit about July 2015.

We discussed the idea of an URSUS wide PDA with each of us putting in 1% of our acquisitions budgets to fund this. This idea is doable at this point since we are close to the beginning of the next fiscal year and can make a change. We have a readymade road map with Connect NY, <http://www.connectny.info/>. We will ask the URSUS Database Committee about this concept.

We want to bring Portland Public Library into these conversations.

We discussed the draft letter to the Vice Chancellor and the edits will be incorporated into a second draft for our review.

## Sierra implementation – issues and concerns

The URSUS libraries will go live with Sierra the last week of July. Four weeks prior to that date III will start pulling records so we will stop doing loads. Two to three weeks to go live Sierra will be available, this will be the time to download the new clients. We can continue with routine cataloging during the four week period.

On the day of going live the system will be down for 4 to 6 hours, it will begin at 8:00am Pacific time.

The Maine InfoNet website will have an FAQ for all users.

James will check to see if we can use offline circulation for the downtime.

James is working with ITS on the hardware specs. They are much more than we have been using. He is also working on the costs for this and what the ITS cost will be for the virtual servers.

We will not run Millennium and Sierra together and the telnet version is going away totally.

III recommends no onsite training since the change is not that difficult to learn.

## Maine InfoNet Report

James has filled his vacancy on the and the start date will be 4/22/14, the new staff member is Lynn Uhlmann from Old Town Public Library.

## Circulation Heads Committee Retreat

The committee will be asked to work up a better agenda for the directors. But we do support the retreat.

## Special Collections January 2014 meeting

Some libraries are not represented and do not need to be since they do not have Special Collections. Nancy Fletcher from UMPI may join the committee. Katie Donahue from Fort Kent will be the new chair. They are working on a website and MACON.

## System Tutorial Project Status

Ben has resigned from this group because of his new responsibilities beginning this spring. The group struggles, not all libraries are committed to the project. Sofia will chair this committee and will work towards more generic tutorials that could be branded by any library. Shiva is also willing to do the tutorials.

The Directors need to talk to each library representative and see if they are the best person for the committee.

BPL and MSL cannot get the software, but would benefit from the tutorials and should be able to use those that are produced by the committee if appropriate.

#### Video streaming of instructional materials by UC/OCLS

They can make the media available to all faculty through streaming access. There will be a form available, live by July, to put in requests. Then it takes about 2 weeks for it to be posted. The media is returned to the owner once it has been posted. This service is just for the classroom, not for other purposes.

#### Reports:

Bangor Public Library. We all admired the new roof. There is a new Head of Reference beginning soon. The Head of Technical Services announced retirement plans. There is a discussion underway with the Board about moving out during the renovations, it makes a difference about the length of time.

Augusta. Tom has shelving free to a good home.

Maine InfoNet. James needs furniture for his new office spaces.

State Library. An early childhood literature specialist will be hired.

#### Next meetings:

May 23, 2014

June 13, 2014

Retreat – we need to select a date at the end of July or the first week of August. A doodle poll will be sent out to select a date