

ILS COMMITTEE Meeting Minutes

Tuesday, March 26, 2019, 10:00 a.m.

West Bend Community Memorial Library
BI Room, 1st Floor
630 Poplar St.

Online Meeting

Please join the meeting, by clicking on this link:

<http://go.teamviewer.com/v11/m86790270>

Meeting ID: m86-790-270

1. Call the meeting to order – Compliance with Open Meeting Law requirements
Darci Kraus, Chairperson called the meeting to order at 10:05 AM.
2. Roll Call
Present: Alison Hoffman (Monarch), Darci Kraus (West Bend), Rachel Muchin Young (Mequon), Laura Beldavs (Cedarburg), Anneliese Finke (Mead), Lindy Fiste (Slinger), Alexandra Harvancik (Horicon), Mary Alice Bodden (Theresa)
Absent: Ann Penke (Lakeland College)
3. Approval of agenda
Rachel/Laura moved to approve the agenda. Motion carried.
4. Approval of the minutes:
Rachel/Mary Alice moved to approve the 2/26/2019 minutes. Motion carried.
5. Public Comment and Correspondence - none
6. Old Business
 - a. Election of Committee Officer: Secretary
A motion was made to approve Lindy Fiste as secretary. Motion carried.
 - b. Hold Routing Sequence data update per Director's Council recommendation:
Continuing to gather data and will look at the numbers in the future.
 - c. Update on Recommendation to Director's Council regarding Wording of Active Request phrase for patrons in the Monarch Catalog:
 - i. "There are {x} active requests for this title. You may experience a shorter wait time if your library owns this item. Click below to complete request."
This wording conforms to both Monarch Catalog and the Monarch2go App.

Rachel/Laura motioned to approve this wording and make the recommendation to Director's Council. Motion carried.

7. New Business

a. Definition of ILS Committee guidelines/mission statement:

Darci will look at prior Minutes and verify that the ILS Standards document is up to date. Darci will also post it to Monarch Sharepoint.

b. Do Large Print and Blu-Ray formats fall under the Collection Management Standards? After some preliminary discussion regarding grouping holds and the consensus that the Circulation Committee should have a chance to discuss, this topic is tabled until May.

c. Adding the phrase noted in agenda item #7b to the main page of the Monarch Catalog: After discussion, it was decided that Allison will gather more research before moving forward.

d. Update on Polaris Software Future Directions planned: Alison gave a report on a few features she is aware of coming up. There is not a high priority on LEAP, it will not be a fully functional replacement of Polaris.

8. Other business – none

9. Next meeting

The committee will meet in West Bend on Tuesday, April 23, at 10:00 AM.

10. Adjourn

Rachel/Mary Alice moved to Adjourn. Motion carried.

Meeting adjourned at 11:26 AM.

Respectfully submitted by Lindy Fiste.