

**Training and Enhancements Committee  
Draft Minutes  
Tuesday, November 5, 2024, at 10:00 am  
Zoom**

- I. Welcome and Introductions** - Smith (PC) started the meeting at 10:00 am and took attendance.

**Members Present:** Blackmer (CV), Bradley (WO), Fine (PR), Hancock (LP), Landis (PC), O'Hara (PC), Smith (PC), Tedder (PC), Zanelli (PC).

**Guests:** (None)

**Members Absent:** Bazarek (FP), Bonny (PC), Evans (SY), Nelson (KR), Peschang (RD) Slanicky (PC).

**II. Committee Charge**

- a. To review current training resources and processes on an ongoing basis for needed revisions and additions.**
- b. Advise PrairieCat staff on training needs of member library staff.**
- c. Manage and recommend enhancements to Innovative using IdeaExchange.**
- d. Communicate and promote training initiatives and IdeaExchange to PrairieCat members.**

- III. FY25 Meeting Schedule** – the new meeting schedule and new committee member list is on the PrairieCat website.

- IV. Approval of minutes from July 30, 2024, meeting** – Hancock (LP) made a motion, Blackmer (CV) seconded to approve the July 30, 2024, minutes as written. Motion approved.

**V. Training Projects Updates and Discussion**

- a. Newsletter Contributions / Did You Know Tips** –Please send newsletter content suggestions to Smith (PC) at [Elizabeth.smith@prairiecat.org](mailto:Elizabeth.smith@prairiecat.org) and Did You Know Tips to Landis (PC) at [melissa.landis@prairiecat.org](mailto:melissa.landis@prairiecat.org).
- b. Talent LMS – Vega Discover, Welcome to PrairieCat** – O'Hara (PC) redid the Vega Discover course on Talent LMS. Vega Discover should probably be made its own category. It will eventually include showcases training, a homepage builder and user roles permissions. Smith (PC) has made a new "Welcome to PrairieCat" class, which is a very brief overview of PrairieCat for new library staff. She used a product called Coassemble to create it. The class is less than 10 minutes long. She has linked the PrairieCat by numbers

and the PrairieCat and RAILS differences documents. They are also on the PrairieCat website. Please review and send feedback to Smith (PC).

- c. Annual Strategic Plan –Review Survey Results for Training** – The survey closed on Friday, November 1, 2024. The survey is done each year. We will be using the survey feedback from this year and previous years to build our new strategic activities and goals. We are still using the same structure of engagement, training, user experience, and governance. Smith (PC) gave a summary of the survey results. For the December 2024 Admin Council meeting, Smith (PC) will be setting up a comparison of the survey over the past three years and will share the results with this committee.
- d. Training / Marketing Materials – Annual Report Posted** – These materials are all available on the PrairieCat website at <https://support.prairiecat.info/>. For training materials, click on Training, then click on Overview. For marketing materials, click on Services, then click on Marketing Materials. For the 2024 annual report, click on About, then scroll down to PrairieCat Annual Report FY24, web view.

**VI. Digital Accessibility Project** - Libraries are concerned about digital accessibility and ADA compliance. Cherry Hill, PrairieCat's website provider, did a digital accessibility audit for us. PrairieCat staff are working on the fixes that we can make, and Cherry Hill are doing some fixes to the website for things that only they can do. That is step one. Step two is still being developed. We will need to address some of the member only kinds of documentation and the other resources that PrairieCat provides for the libraries. PrairieCat staff have posted the VPATS from Innovative for Vega Discover and providing information for the mobile app VPAT. PrairieCat staff are also educating themselves on making PDFs and slides more accessible.

## **VII. Vega Discover**

- a. Idea Exchange and Roadmap** – Check the Idea Exchange to see new ideas and vote on the ones you like. Smith (PC) included some ideas in the newsletter that we would like to encourage people to vote on. Innovative cleaned up the roadmap so that it is much more accurate for what they are working on. They were able to remove some of the things off the roadmap that were just an idea and move them over to Idea Exchange. So, it is more accurate now for what they are actually working on.
- b. User Roles and Permissions / Homepage Builder Update** – Ohara (PC) has been onboarded and has restarted the User Experience (UX) Committee and that committee is taking more of the lead on the user roles and permission / homepage builder update project. In a couple of weeks, O'Hara (PC) is going to give the people that did the Beta testing permissions to their live collection sites so they can customize their own live collection site. We need to finish getting showcases and home builder training courses ready, then we will be making a plan for rolling it out to the rest of the consortia for people that want to do that level of customization. Contact O'Hara (PC)

([shelby.ohara@prairiecat.info](mailto:shelby.ohara@prairiecat.info)) if you want access to user roles and permissions.

**VIII. PUG Day 2024 – Stats** – There were a total of 603 PUG Day 2024 attendees, 15 sessions were offered, with five sessions hosted by PrairieCat libraries. PUG Day 2025 will be in person on the Illinois/Quad Cities side of PrairieCat and will probably be on a Friday in September.

**IX. Questions, Comments, Etc.**

- a. Kid's Catalog** – The Kid's Catalog is almost ready. We have the new carousels, series blocks, subject blocks, and the Syndetics content is fixed. There is a locations issue that causes some library's items to not show up. So, we have either too many or not enough items showing up during a search.
- b. LX Starter** – LX Starter has some issues with the notices and Innovative is working with PrairieCat staff to get it working. We are waiting to hear back from Innovative.
- c. Mobile App Issues** – Hancock (LP) asked about the mobile app issues. There is a problem with patron card online registering of patrons. PrairieCat staff and the User Experience Committee are looking at mobile app options. O'Hara (PC) will check on patron card online registration in Capira and others.

**X. Next Meeting: Tuesday, February 4, 2025, at 10:00 am via Zoom**