**Resource Sharing Committee**
**Minutes**
**Wednesday, April 24, 2019**
**1:00 p.m. (or immediately following the end of the Delegates Assembly Meeting)**
**Ready Access Conference Call, call 800-747-5150,**
**Access code 6234314#**

1. Call to order, welcome and introductions
   Ruhnke (Chair-PU) called the meeting to order at 1:03 pm
   Present: Amanda Augsburger (PrairieCat), Magda Bonny (PrairieCat), Kim Brozovich (RP), Carolyn Coulter (PrairieCat), Debbie Griggs (TC), Judy Hutchinson (RAILS/ PrairieCat), Melissa Landis (PrairieCat), Pennie Miller (PP), Emily Porter (BY), Charm Ruhnke (Chair-PU), Cristy Stupegia (LS),

   Present on the phone: Elizabeth Smith (PrairieCat)

   Absent: Lynne Noffke (LI), Dana Fine (PR), Sandy Tedder (RAILS/ PrairieCat)

2. Introduction of Visitors and Public Comments
   Teri Schwenneker from River Valley District Library and Mary Jean Hauger from Richard A. Mautino Memorial Library were visitors at the meeting.
   There were no public comments.

3. Review agenda for additions/changes
   There were no revisions.

   **Motion #1:  Stupegia (LS) moved and Miller (PP) seconded <u>to approve consent agenda as presented.</u>  There was no discussion on the motion. Motion carries by vocal affirmation.**

4. Approval of minutes of November 7, 2018 meeting

   **Motion #2:  Stupegia (LS) moved and Brozovich (RP) seconded <u>to approve the November 7, 2018 meeting minutes as presented.</u>  There was no discussion on the motion.  Motion carries by vocal affirmation.**

5. Discussion and recommendation, "the List" of materials excluded from loan rules

   In the packet on page 7 is the list of exemptions. Ruhnke (PU) asked if any members had any questions. Stupegia (LS) said the list is clear. This list would be recommended to Administrative Council.

   **Motion #3:  Stupegia (LS) moved and Griggs (TC) seconded <u>to recommend the Resource Sharing Exemption list to Administrative Council for adoption in the General Policy Manual as presented</u>. Motion carries by vocal affirmation.**

**Discussion**: Ruhnke (PU) clarified that, once approved, this item will be not discussed by the Resource Sharing Committee for at least 12 months. Coulter (PrairieCat) said this list will need to be added to the General Policy Manual, which is approved by Administrative Council and simply needs to be presented to Delegates Assembly.

**Next Steps:** Coulter (PrairieCat) will bring this item to the Administrative Council for adoption in the GPM.

6. Discussion, Z39.50 access and use of MARC records by outside entities

   Coulter (PrairieCat) is recommending that PrairieCat allow access on the Z39.50 for MARC records. Most libraries have an open Z39 server so other libraries can use their records. Thousands of libraries allow this. PrairieCat has locked the Z39 server down. Historically, if a record was an OCLC record then a library would need to be an OCLC member. Coulter reached out to Kendall Orison who sits on the OCLC board, and he said that was a non-issue now.

   A naval librarian in Florida reached out to Coulter (PrairieCat) to request access because the librarian thinks the PrairieCat data is very clean and wanted to use the records. Coulter recommends that PrairieCat open access to the Z39.50 server. Stupegia (LS) clarified that access would be a read only. Coulter did add that any time data is put online it opens it up to corruption, but she has never heard of that happening with Z39.

   Miller (PP) asked if the public would have to request access, or if they can just find it and get access. Coulter said some handle it by publishing it online or the public have to request access. Miller said we should clarify the level of access and how to access. Coulter said she would be more comfortable posting access information on the public side to the support site.

   **Motion #4:  Porter (BY) moved and Miller (PP) seconded <u>to recommend to Administrative Council open access to the Z39 server with access information posted on the PrairieCat support site.</u> Motion carries by vocal affirmation.**

   **Next Steps:** Coulter (PrairieCat) will bring this item to the Administrative Council.

7. Discussion, Resource Sharing Summit questions for 2019

   Coulter (PrairieCat) and Ruhnke (PU) have a conference call with Amanda Standerfer this week to finalize the questions for discussion at the Resource Sharing Summit.

   Topic: Collection Management and Weeding.
   Slanicky (PrairieCat) said there are a lot old records in the database regarding outdated travel, medical, computer materials. Slanicky said if a patron browses the database many Union List member materials are in there and outdated. Slanicky viewed this as a tool to help members build their collection and to make accurate information available to patrons. Many members do use collection management appropriately.

Porter (BY) commented she would like to create a list of materials from publication date. She agrees with the topic suggestion, but it is not an easy process to find materials by publication date. Landis (PrairieCat) and Hutchinson (PrairieCat) commented the serials records are outdated. Ruhnke (PU) suggested PrairieCat staff run Create Lists with that information and send to libraries to help keep the database up to date.

The committee concluded the topic of weeding and collection management may be more appropriate for PUG Day rather than the Resource Sharing Summit. PrairieCat staff can create standards and offer more information at PUG Day.

Stupegia (LS) said we had a "hot topic" in past years. This year we do not really have a burning issue.

Topic: Training
Coulter (PrairieCat) said perhaps we have a training focus group. Augsburger (PrairieCat) said something the Training Committee has struggled with is that the Committee discusses a lot of ideas, but they are hard to implement. Augsburger said it would be helpful to have some more specific training guidelines for training. What are PrairieCat training goals? Can the Training Committee meet those goals? Is it time for the Training Committee to disband? Augsburger said the Training Committee said the Committee tasks seems to overlap with some other committees such as the Circulation.

Ruhnke (PU) said the results from the Summit should come back to the Resource Sharing Committee then give priorities back to the Training Committee.

Topic: Resource Sharing Vision
Ruhnke (PU) said is reviewing the Resource Sharing policy and vision something we want to review at the Summit? Porter (BY) said perhaps we need to evaluate the goals and vision of the Training Committee, too. Ruhnke said do we have one question focused on Resource Sharing Committee and one on Training Committee?

Hutchinson (PrairieCat) said perhaps it is time to review the Committee structure again and to clarify functions of each committee. Porter (BY) added perhaps we should refer to the Strategic Plan because some of these goals for committees are already outlined. Ruhnke (PU) suggested having an introduction on each committee in the newsletter. Then the Administrative Council can review the Committee structure, but it is not the charge of the Resource Sharing Committee. Perhaps representatives from each committee would meet to discuss the structure.

Porter (BY) said the summit should be about the vision and goals for the committees. The structure can be reviewed by the Administrative Council once the function of the committees are clarified.

Griggs (TC) said is there enough time to publicize this for next month? Stupegia (LS) asked are we talking about reviewing all committee charges or just Resource Sharing.

Coulter (PrairieCat) said she agrees all the committees need to be reviewed, but resource sharing is the goal of our organization. Miller (PP) said unless you are on

a committee, how do you really know what other committees do. We would need representation from each committee in order to really discuss what the direction of the committees should be.

Coulter (PrairieCat) said perhaps the Resource Sharing Committee needs to review the vision statement and create a charge. Coulter added then do a short focus group on training. Augsburger (PrairieCat) said if we discuss the barcode test during the training portion that would be appealing to members. Ruhnke (PU) said the barcode test is polarizing, and we need to know why members feel that way about it. Augsburger said the barcode test is not supposed to be a test, it is the end of member training after they have gone through training. How do we not make it a problem for members but still keep our standards. Coulter (PrairieCat) said PrairieCat staff did a structured brainstorming and came up with two pathways for training - one for public services and one for technical services. Perhaps we present those ideas to the membership to see if it would useful to the membership.

Slanicky (PrairieCat) said 705 have attempted to take the barcode test and we have had a 62% pass rate on first attempt. The importance of the barcode test is important for the end user of the catalog. The barcode testing has staff demonstrating attaching items to volume records. Unlinked items on a volume records goes to a title record which is never filled. The end purpose of the barcode test is to improve public service.

Ruhnke (PU) said do we want to hold a summit in May? Stupegia (LS) and Porter (BY) said no, they do not think we have time to prepare properly. Coulter (PrairieCat) said she feels we are just forcing it. Brozovich (RP) said she thinks it would be just as useful for the Committees to work together on their charge, then survey the membership. Miller (PP) agreed some of these questions need to be asked on the committee level first. Perhaps the committees do some presentations on committee functions at Delegates.

**Next Steps:** Ruhnke (PU) said at this time, we will postpone the Resource Sharing Summit. Coulter (PrairieCat) suggested we could do a facilitated discussion for the Committees instead. Ruhnke and Coulter will discuss this suggestion with Standerfer. Perhaps these focus groups could be hosted in July or August instead.

8. Discussion, Resource Sharing policy review
   Ruhnke (PU) said the Resource Sharing Policy review will be postponed until the next meeting.

9. Public comments

   There were no public comments.

10. Adjournment