

# Steering Committee Minutes ~ 16 Jan | 2018

Time: 2:00pm

Meeting by conference call at 919-854-2244

## ***Attendees***

1 <b>David Wright (Surry)</b> Steering Committee Chair	9 <b>Stephen Brooks (Durham Tech)</b> District 3 Representative
2 <b>Libby Stone (Gaston)</b> Vice-Chair <span style="background-color: green; color: black;">absent</span>	10 <b>Nora Burmeister (Central Carolina CC)</b> District 4 Representative
3 <b>Cathy Campbell (Craven)</b> Lending Services Subcommittee Chair	11 <b>Grant LeFoe (Southern Piedmont CC)</b> District 5 Representative
4 <b>Mary Ann Caudle (Martin)</b> Cataloging/Serials Subcommittee	12 <b>Staci Wilson (Catawba Valley CC)</b> District 6 Representative
5 <b>Robert James (Nash CC)</b> Reports Subcommittee Chair - <span style="background-color: green; color: black;">Absent</span>	13 <b>Ali Norvell (Blue Ridge CC)</b> Reference Services Representative <span style="background-color: green; color: black;">Absent</span>
Past Chair	14 <b>Colleen Turnage</b> Director of Library Services
7. <b>Patricia Peterson(COA)</b> District 1 Representative	15 <b>John Wood*</b> System Administrator
8 <b>Elizabeth Baker (Carteret)</b> District 2 Representative	16. <b>Helen Colevins</b> NCCCSO Library Services <i>*Non-voting member</i>

**I. Old Business**

- a. RFP Update – The original RFP went over the time deadline and the State DIT was unwilling to grant an extension. So, the new RFP will be reposted soon with some additional information in it where the committee had to request clarification from the potential vendors. Contract with Sirsi/Dynix has been extended through 6/30/18. We are hoping for a more streamlined RFP process this time.

There is also a document being written that will go out to all Library Directors informing them to contact the college president to make each one aware of the request for one-time funding for the library system.

**II. New Business**

- a. Scheduling Enterprise Update – John Wood said it would be postponed (since there were known bugs) until the issues are resolved, some of which include search limits by library.
- b. Database maintenance – Cathy reported that Deb Foster had questions about this—were there guidelines at one point about cleaning up user records and purges?
- c. Isothermal CC – still in a holding pattern, decision to be made later this year.
- d. Deletions schedule and discovery services—issue has come up (at Surry) that holdings are still showing up in Summon searches and the search takes them to a “dead link” in the catalog when the individual library’s item record no longer displays in the catalog (“Delete me” status). David asked Mary Ann’s committee to investigate this after they receive more detailed information from Surry. The current deletion schedule with Summon ( & OCLC) is one time per year.

**III. Subcommittee and District Reports**

- a. Lending Services – Cathy Campbell –the committee is planning to submit a conference proposal for NCCCLA about options for maintaining user records, including information about uploading records from a Colleague report.
- b. Cataloging/Serials – Mary Ann Caudle—the committee recommended (& approved by SC) that MAKERSPACE be added as a Cat. 4 option. Discussed the ongoing project of having libraries move items out of little-used locations.
- c. Reports—Robert James (absent)

**IV. Other News**

- a. NCCCLA Conference – Randolph CC March 8-9

Elections of CCLINC officers (Chair and Vice-Chair)

Meeting adjourned at 2:40 p.m.