

BRIDGES CLUSTER SITE COORDINATORS MEETING MINUTES

AUGUST 17, 2001 LOGAN COLLEGE OF CHIROPRACTIC

Present: Per Almquist, June Williams, Linda Orzel, William Toombs, Shawn Strecker, Jean Rose, Debbie Ely, Mary Ann Mercante, Fred McKinney, and Eileen Condon

Ellen Elicieri from Eden-Webster is proposing a coffee cup exchange among the Bridges libraries. Ellen would like to use the cups as a display to promote Bridges at her library. Webster, Fontbonne, and Covenant would like to participate in the exchange.

The Site Coordinators will meet quarterly. The August 17th meeting will be the meeting for the summer quarter. The next meeting will be the fall quarter meeting. A recurring agenda item for the Site Coordinators meeting could be listening to reports from the various committees.

There will be a Bridges Directors meeting on Monday afternoon (August 20th) at Maryville. The Directors will determine the leadership of the Bridges Cluster. They will discuss the roles of the Directors, Site Coordinators, and sub-committees. Per Almquist will attend the meeting as the chair of the Site Coordinators.

Shared patrons was discussed. Each institution must maintain its own separate record. A patron may have different privileges depending on where they are and what their role is at that institution.

Some institutions have noticed that the 590 appears on the spine label configuration when a new item is created. Linda Orzel reports that each institution can have their own label configuration. Linda will send directions on configuring the label.

There was a discussion of periodical holdings on the MOBIUS catalog. To see periodical holdings, you must go to the individual cluster catalog.

Mary Ann Mercante shared a GuiCAT tip. When you want to search for something and the search is below your current location, you can type the field tag rather than scrolling down.

Maryville has made its own version of the blue and white Acquisitions/Serials form used by III. It is a word document.

OP-3 #2 Character removed from beginning of user-typed screens: a, an, the will be an agenda item at the next meeting.

The cluster will overlay 510s on the serial records.

The WebPAC timeout was discussed. Eileen Condon proposed changing the timeout WWWoption from five minutes to a longer time period. The timeout will be changed as follows:

TIMEOUT = 600 (10 minutes)

FRAMEURL

percentage = 20%, 2 (20 minutes)

There was some concern that the institution names on the Bridges page are too small. Per will check with Hardy to see if the names can be enlarged.

Other WebPAC design issues will be tabled until after the Directors meeting. It is unclear who will make WebPAC design issue decisions. Some felt that the WebPAC Design Committee did its job and was disbanded. That is an issue for the Directors to decide.

Patron request denial (OP-3 #21) does not appear to be working. Eileen Condon will log a request with MCO.

Patron record loads was discussed. Here is a list of who will do what:

Harris-Stowe	manual load
Kenrick-Glennon	manual load
Lindenwood	weekly at the beginning of the semester, maybe less later
Missouri Baptist	IT will do the load. Fred will check on frequency.
Logan	manual load
Covenant	Weekly, at least at the beginning
Fontbonne	beginning of each semester
Maryville	beginning of each semester Maybe a second time in the middle of the semester
Eden-Webster	Weekly

(For clarification, manual load means typing the patrons into the database, not loading them in)

There was a discussion of the internal note on the serial checkin record. It was decided to display the internal note from the checkin record above the checkin card. It will be put above the public note.

The cluster must decide if it wants to use initials or patron records for routing in serials. The cluster decided to go with initials.

INN-Reach training will be held in September. MOBIUS libraries report that you can only search a patron by unique ID. The system will not use the barcode if the barcode is not the unique ID.

June Williams reported that none of Fontbonne's options faculty are in the database. Please send these faculty members to Fontbonne before allowing them to borrow.

Cluster members and MOBIUS members will still make ILL requests. The loaning institution cannot just cancel the request. Some libraries allow direct patron request for ILL and cannot control where the request goes. The loaning institution can still feel free to use the Lanter delivery system.

The cluster needs to standardize the checkout procedures. Procedures will be different for INN-Reach.

If your institution wants to add the course reserves page, you must contact MCO.

API has not yet been billed. Neither Robin nor Jim knew Bridges had requested API. They will check with George Rickerson.

The next Site Coordinators meeting will be October 26th at 10:00 AM at Kenrick-Glennon.