

DALNET STEERING COMMITTEE  
MINUTES  
May 4, 1998  
Detroit Public Library

Present: L Bugg; D Adams; K Bacsanyi; J Flaherty; J Houser; P Jose; M Sheble; H Masek. Jose served as Secretary for the meeting.

Meeting called to order at 8:45 am in the DPL Internet Lab.

2) Database Structure

Meeting in this location allowed the group to review and revise the Database Structure recommendations document. A few spelling and semantics changes were suggested. Discussion followed on the shared authority file (is this a separate file?). One substantive change was that on page 6 it was re-worded to state that Ameritech staff would serve as resources on an as needed basis. Committee accept the document as revised. Houser will email to Sheble, who will send to M Auer for inclusion in the Board packets.

Meeting reconvened in the Administration area of the Library...

1) Agenda and minutes reviewed. Minutes accepted with corrections. Flaherty will send out a corrected copy.

3) Task Force Creation:

Reviewed schedule in 4/28 minutes. Bugg will ask the Project Managers for volunteers at their meeting this afternoon. Masek reported that Jan Sheppard will be the primary Ameritech liaison to all of the task forces. Sheppard will be asked to brief each of the task forces when she is on-site during the week of May 18th. Ameritech staff has experience working with database structure documentation and can begin developing tasks /assignments/charges for the various task forces.

Do we need additional task forces dealing with ILL and resource sharing? Will discuss this further at a later meeting. Bacsanyi reviewed the information she had gotten from IU. Bugg described the WSU Internal Ad Hoc Teams.

The task forces will report to the Steering Committee via their minutes, with the Chairperson of the Task Force attending Steering Committee meetings to present recommendations or report as needed. Bugg and Masek will each take 4 task forces and monitor the group's progress and see if the task force needs any assistance.

#### 4) Migration Schedule:

Reviewed chart distributed by Bugg. WebPac added; all sites profiling deleted (this document will deal with UDM only). Houser asked if there was a system available for staff to explore and "play with". Database in Waterloo, possible test site. Discussion regarding the creation of the test databases. The "tiny" test database is bib records only. Schedule includes creation of a 5,000 record test database.

In the area of index building, UDM can provide some guidance - has list of changes made and why.

Major question is are we going with 5.0 or 5.1 version!

Sheble asked if any other site was using Acquisitions. Masek responded in the affirmative.

Committee discussed fall back procedures....schedule is very tight. Consensus of the Committee was that - while understanding the importance of the ACRL demonstration project - we will not recommend a fall back procedure to the B+ database structure. This is the structure supported by the group and we should not proceed unless we can do so using B+.

UDM is schedule to go live 8/10/98; WSU/DPL/Botsford 3/99.

#### 6) Jan/Valerie:

Jan will be here through Friday, 5/22; Valerie until Thursday 5/21. They will both arrive on Monday 5/18 at 11 am.

Areas covered included:

- Acquisitions module (B Heath/M Sheble/B Chapman)

- Meeting with the task forces

- Briefing the Steering Committee on

  - ILL & RSS

  - Sunrise Project

  - fields for patron records

  - training plans

- UDM profiling - (M Sheble/A Evans) - inputting profile into tables/2 days

#### 5) Tyler Gingrich: (Gingrich is the overall manager - may refer items to other employees.)

Masek distributed list of 8 items (enhancements from contract).

- #1 (patron database enhancements) & #2 (authentication system for users) will be available when UDM goes live.

- #3 (shared authority file) includes record ownership - part of Sunrise Project - basically know now.

- #4 (opac) - this will be a joint project...what do we need/want - what is available and what can be done.

- #5 (ad-hoc mgmt & stat reports), #6 (integrated booking system), #7 (ILL/doc delivery system) - will work on in future - DALNET describes needs - Ameritech responds.

Need to discuss/review the connection between the WebPac and the Children's OPAC.

NEXT Meeting: May 18th at UDM 8:30 am - 11:30 am. May also include lunch and afternoon briefing with Jan/Valerie. Bugg will let members know about schedule by end of week (5/8).

Meeting adjourned at 11:20 am.

Phyllis Jose/Secretary  
5/6/98