

DALNET Planning Meeting
McGregor Conference Center
March 6, 1986

AGENDA

- I. 10:00 - 10:05 Greetings - Peter Spyers-Duran
- II. 10:05 - 10:10 Recognition of DALNET Study Committee -
J. Williams, II
- III. 10:10 - 10:45 Review of DALNET System Agreement - J. Williams, II
- IV. 10:45 - 11:15 Review of Fee Schedule(s) - J. Williams, II and
P. Spyers-Duran
- V. 11:15 - 11:45 Review of Bylaws - J. Williams, II
- VI. 11:45 - 1:00 Lunch and Wrap-Up

JFW/cms

Guest parking available in WSU Guest Parking Lot, located between Cass Ave. and Anthony Wayne Drive on Palmer St.

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PRESENT: B. Johnson, J. Darity, Harper; N. Skowronski, M. Auer, UD; J. Flaherty, T. Shen, WCCC; F. Buckley, F. Tucker, J. Morgan, DAL; M. Klein, Children's; S. Phillips, Oakwood Hospital; J. Smith, M. Merry, Beaumont; I. David, S. Frankie, Oakland U.; P. Spyers-Duran, J. Williams, L. Bugg, WSU.

I. P. Spyers-Duran welcomed the group to the DALNET Planning Meeting. Attendees introduced themselves.

II. J. Williams briefly reviewed the status of the DALNET Study Group to date.

III. DALNET System Agreement

The latest draft of the DALNET System Agreement was discussed in detail. These points were raised, to be taken into consideration for the next draft:

1. A definition for "capital contribution" needs to be added to the definitions section. The definition should specify that the library is cooperatively supporting the capital investment without ownership, but with rights to use the system and to get some money back at withdrawal. This concept is to help libraries raise capital funds to pay for automation.
2. A statement regarding the "best efforts" of WSU and the Library should be included in the introductory section to set the framework of the document for both parties. The "best efforts" language elsewhere in the document will be retained.
3. It would be clearer to use "WSU" in place of the "University" throughout the document.
4. 3(b) Wayne State University will provide the Library access to use the Online System. (changes underlined)
5. 3(d) These hours will be for the first year only. Libraries will notify J. Williams of additional hours they need, so he can discuss them with WSU's Computing Center and increase the initial system availability.
6. 3(f) should parallel 3(e) indicating that "every effort" will be made.
7. 3(h) This statement needs to indicate that the backup plan will be in place within 24 hours.

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8. 3(l) needs to be reviewed in light of 3(d).
9. 3(p) WSU will also be responsible for repairing its own equipment, as in 4(c).
10. 4(h) through 4(k) should be repeated under section 3, since WSU will also be responsible for them.
11. 4(a) The Library agrees not to exceed by more than 10% currently projected levels of database size and use without prior authorization from the DALNET Board. (changes underlined)

Libraries may not exceed their projected numbers of local equipment without Board approval.

12. 4(b) ...RFP, and by supporting the development... (changes underlined)
13. 4(k) ...without written permission of the DALNET Board and the Library that input the data. (changes underlined)
14. 6(a) ...rights, title, and interest in software licenses and documentation used in... (changes underlined)
15. 6(b) ...copy of the Library's data in the Online System... (changes underlined)

The Library's bibliographic records will be removed from the Online System at cost, as will any of its unique records in shared files, including authority, patron, and vendor records.

16. 8(a) Concern was expressed about the lack of specific warranties with penalties for late or non-delivery. It was suggested that separate addenda be written for each Library for specific services, e.g. training.

Previously included language about liability for negligence of WSU employees was deleted in this draft. It was agreed that language regarding "mutual responsibility and liability for negligence" be included.

17. 9(e) ...by certified mail... (change underlined)
18. 9(h) Oakland University submitted language for this paragraph to J. Williams. They will also send copies of the language to all meeting participants.

19. 10(e) The fees will be developed one year in advance of their taking effect.

...DALNET shall negotiate with the University the fees for DALNET'S participation... (change underlined)

Library charges will be based on a formula.

It is anticipated that some carryover of fees may occur by Library for specific services not used. Budget balances would be considered in the next year's budget preparation.

20. 11(c) Reference to 6(b) should be included to clarify that the Library is still entitled to a copy of its data when WSU terminates the Agreement.

Libraries will also be refunded their share of the "Equipment Depreciation Fund," with interest.

IV. DALNET Fee Schedules

J. Williams distributed a revised schedule for Wayne State University. He explained that the ongoing cost had been increased slightly to cover insurance.

Clarification of the training footnote revealed that it was a definition of WSU's training obligation to each Library in the event that there were not enough DALNET participants to support a full-time DALNET coordinator.

It was requested that the equipment depreciation fund be re-named. This fund is intended for the replacement of central site hardware, not for hardware expansion or upgrade. This cost should be moved on the "Library Fee Schedule" to the Capital Contribution section.

The DALNET Capacity Requirements charts will be appended to these schedules.

Concern was expressed about the costs used to calculate DALNET's share in central site equipment. It was suggested that current book value, or purchase price less one year's depreciation, would be easier to explain to an institution's accountants than original price paid. Solutions offered included re-naming the price difference, or noting that the equipment price included WSU's cost for installation.

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V. DALNET Bylaws

This item was postponed until the next meeting.

NEXT MEETING: March 25, 10:00a.m.
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Submitted by,

Louise Bugg

Louise Bugg
Wayne State University
Libraries
March 7, 1986

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