

**DALNET Steering Committee**  
**April 10, 2000**  
**Botsford Hospital Classroom C, Zieger Building**

<b>Agenda, Introductions, Review of the Minutes</b> <b>Kerry Sanders</b>	<b>8:30-8:45</b>
<b>DALNET staffing</b> <b>Web Master update</b> <b>Other staffing</b>	<b>8:45-9:00</b>
<b>DALNET Support</b> <b>SUN maintenance contract</b>	<b>9:00-9:15</b>
<b>Implementation and Support Update</b> <b>WebPAC Servers - Unix/NT</b> <b>iPAC</b> <b>RSS/URSA</b> <b>Horizon 5.3</b> <b>Search Engine TF</b> <b>Children's OPAC TF</b> <b>Authority Control TF</b> <b>Functionality Testing</b>	<b>9:15-10:00</b>
<b>Horizon Contributions Recognition</b> <b>(non-DALNET staff)</b>	<b>10:00-10:30</b>
<b>DALNET Future Directions</b> <b>Review Steering Committee Charge</b>	<b>10:30-11:15</b>
<b>Announcements</b> <b>Next Meeting: May 8 - Botsford</b>	<b>11:15-11:30</b>

**Minutes:     Jose**

DALNET Steering Committee Meeting  
Minutes  
April 10, 2000  
Botsford General Hospital

Present: Deborah Adams, Karen Bacsanyi, James Flaherty, Phyllis Jose,  
Randy Call, Scott Muir, Leo Papa, Kerry Sanders, and Mary Ann Sheble

Introductions

Scott Muir introduced Kerry Sanders, Associate Director for Information Systems with the Detroit Public Library.

DALNET staffing

*Web Master update.* Chris Hall is no longer associated with DALNET. A person with application programming- and some web development- experience is needed, but finding such a person will be difficult given the position's current pay scale (Sanders). DPL Human Resources is reviewing applications and Tim Cromer, of NuVisions, will serve as interim Web Master until the position can be filled (Muir).

*Other staffing.* Ana Fidler's position has been closed and applications are being reviewed. With the pending departure of Dody, the WSU Systems Office is looking at opportunities for restructuring staffing (Muir). A Finance Committee sub-group met last Friday to develop a recommendation for a new DALNET Director position that can be taken to the Board in May (Jose).

DALNET Support

SUN maintenance and sales staff met with DALNET representatives this past month, to discuss the protracted amount of time the Horizon server was recently down because of faulty cards acquired through Epixtech (Muir). It was SUN's responsibility, under our maintenance contract, to correct the problem once it occurred: they acknowledged this responsibility, but noted DALNET systems staff did not have a copy of the recommended escalation procedures which could have prevented delays in problem resolution. These procedures will be followed in the future and SUN provided additional emergency contact names and phone numbers. SUN's maintenance staff seemed insensitive to the severity of the problem (Sanders) and our annual maintenance contract with SUN, recently renewed, proscribes no penalties for their failure to fulfill service requirements (Muir). Although the nature of the contract itself should assure SUN's compliance (Papa, Flaherty) future agreements may require penalties in order to do so (Muir). It was suggested that we could take complaints about the recent service problem further with SUN administrators (Muir), but an initiative to do so was not considered. *epixtech* is interested in contracting for our maintenance service but they would probably sub-contract the work out to SUN. DALNET systems staff will look into options, that will

provide us with better leverage, to insure fulfillment of service under any future SUN maintenance agreement (Muir).

#### Implementation and Support Update

*WebPAC Servers - Unix/NT.* *epixtech* has purchased 2 NT servers, which they are configuring for dedicated broadcast searching. These servers will be loaned to DALNET until iPAC is implemented. They will support a maximum of 300 simultaneous searches, calculated by the number of searches initiated times the number of databases searched. Thus, a maximum of roughly 30 searches can be conducted against all DALNET databases simultaneously. Once the servers are implemented the need for additional servers can be assessed.

*iPAC.* Programming code for the new iPAC, which will replace WebPAC, was closed at the end of March. General Motors Corp. worked with *epixtech* in the development of this product. Steering Committee members (Sheble, Bacsanyi) will inquire into beta test results being conducted. A DPL server will be shipped to *epixtech*, loaded with iPAC software, and returned for testing by DPL and WSU. The product, which will require file migration, and will improve public but not staff searching, is likely to be phased into production by June or July of this year. DALNET system staff will be able to customize iPAC. DALNET members need an improved means of editing their WebPAC templates, however, the firewall currently restricts access to DALNET servers. After a brief discussion of the need (Sheble) and techniques by which access to the servers could be facilitated (Papa, Flaherty, Sanders), it was suggested that the issue would be reviewed with DALNET systems staff (Muir).

*RSS/URSA.* Macomb County Cooperative, OWLS and DALNET will prepare a joint LSTA grant application under the auspices of OWLS (Muir). The grant will outline the budget and methods needed to implement a tri-county, library resource-sharing system. Either RSS or URSA will be used for the system and both products, owned by *epixtech*, are scheduled for one last independent release before being merged into one product by late 2001. DALNET has licensed but not yet implemented RSS, which runs under Windows NT. If URSA, which runs under Unix, is determined to be the best product for implementing the grant project, DALNET may be able to transfer its license to this product at no charge. In general, the grant project will facilitate broadcast searching across the catalogs of all member institutions, while permitting each member to establish its own ILL parameters (Muir). At a recent symposium hosted by COLD, ICOM and MALC, the new Michigan State Librarian expressed strong support for multi-system, resource-sharing projects such as ILL systems, statewide library catalogs, and document delivery systems (Flaherty).

*Horizon 5.3.* DALNET will begin testing the newly released ver. 5.3., at DPL and WSU, as soon as the product is received. Once tested the update will be implemented simultaneously at all DALNET libraries.

*Search Engine TF.* An outgrowth of the Children's OPAC Task Force, a draft charge for a Search Engine Task Force (Muir) was reviewed for presentation to the DALNET Board. Potential SETF members (A. Lee), resource persons (K. Reavie, E. Lindley) and chair (L. Papa) were discussed. The charge was amended to encompass the concept of the DALNET Information Hub. The ability to retrieve objects on the basis of metadata and indexed web documents, as well as *epixtech* bibliographic indexes, was considered to be within the purview of the SETF. The highest priority for the SETF is to provide functional specifications for enhancements previously specified in the DALNET contract. Common user interfaces for all types of searching and techniques that would affect seamless access to all types of information are considered desirable goals and should be considered.

*Children's OPAC TF.* A reconstituted Children's OPAC TF, including K. Sanders, S. Muir, Carol Doll, and two children's librarians from DPL will focus attention on work, already initiated, on the function, design, and implementation of a children's search interface.

*Authority Control TF.* An RFI has been prepared to ascertain the cost of having an outside vendor clean up DALNET authority files, a short-term solution to serious retrieval problems caused by duplicate records (Call). A question was raised as to whether specific, or all, DALNET libraries would be included in such a process (Papa). Analysis has been focused on the larger institutions such as DPL and, more specifically, WSU whose 3 million record authority file may contain as many as 1 million duplicates. It is hoped that some DALNET funds available for the clean up (Call). UDM shares the problems of WSU and DPL, initiated at the time of migration to Horizon, because all DALNET authority records were merged into each of these institutions' authority files (Muir). A question was raised about how this problem, and any approach taken to resolve it, might affect the anticipated DALNET shared authority file (Papa). There may be advantages of having all the individual databases cleaned up prior to the Sunrise migration (Muir). Because the duplication problem is endemic to Horizon's loading algorithms, and therefore ongoing, any short-term remedy may need to be repeated until Sunrise is implemented. The new product, anticipated for release in March of 2001, is expected to correct the loading problems.

*Functionality Testing.* All member responses to the Functionality Testing questionnaire have been received and are being reviewed by WSU and DPL systems staff. An analysis will be made as to whether reported problems will require system-wide software fixes, are associated with local implementations, or are related to training issues. DALNET will work with *epixtech* to resolve problems exposed by the analysis, some of which may be remedied by the implementation of ver. 5.3. It is possible that some problems would not be corrected until Sunrise is released. The results of the analysis may prompt recommendations to the finance committee, to resolve problems independent of scheduled product releases.

Horizon Contributions - Recognition for non-DALNET staff

A means of recognizing contributions made by non-DALNET staff, to various Committees and Task Forces, was discussed. The efforts of some individuals during the Horizon migration was quite substantial and various institutions already have some method of recognition for such service in place (Bacsanyi, Jose). Formal recognition by DALNET, such as a certificate, may also be useful for documentation purposes, i.e., in resumes, for certification requirements, and for employee evaluations, etc. (Flaherty). A recommendation was made to bring the topic up for discussion at the Project Managers Meeting and Phyllis Jose will bring this item to the agenda of the Board of Directors.

#### DALNET Future Directions

*Review Steering Committee Charge.* The Steering Committee Charge was reviewed to determine whether it continues to reflect work required of the committee. Additional areas of responsibility discussed, include: 1) Monitoring the ongoing development of systems, enhancements, and initiatives such as the Information Hub, iPAC and Resource Sharing Cooperative, as well as proposing interim solutions to existing problems (Call, Jose). 2) The identification of interim solutions to Horizon for operational needs for DALNET members. A revised draft of the charge, incorporating these components, will be developed (Muir).

A discussion about the current method of posting minutes, including those of the Project Managers and Board meetings, ensued. The discussion included expanded representation for special libraries on the Committee and improving the flow of communication about its work within DALNET as a whole (Sheble). Suggestions that minutes be posted on the DALNET web site (Muir) or FTP site (Papa) were discussed and will be taken up with Systems Staff for implementation (Muir).

#### Announcements

*Product Releases.* Along with the release of Horizon update ver. 5.3, *epixtech* has announced two add-on products: Serials Binding, and PC Reliance. PC Reliance is part of a suite which include automated telephoning of overdue materials. This is an extra cost product. Whether or not DALNET was entitled to any the Serials Binding component as part of its contract with *epixtech*, will be explored (Muir).

Next Meeting: May 8 - Botsford

Minutes submitted by,

Leo Papa  
April 14, 2000