

ILS Committee Minutes
August 4, 2016
Bernards Twp. Library

1. Scribe Volunteer: Lesley Karczewski
Discussion regarding notes being placed on website: all agreed they should be.
2. Polaris Disconnect Pilot Program – Most libraries are having a positive experience with the new server configuration. The exception is WAS, which if anything is having more problems than before. Annu and Jim are troubleshooting the WAS issues with Polaris. We need to get their issues resolved before we will agree to move everyone over. Ruth directed Phil to reach out to Jackie at WAS and assure her that MAIN intends to resolve their issues before we migrate everyone.

BER and FLO are experiencing some hesitation, generally in the afternoon but minimal disconnects.

The committee discussed the migration process to the new configuration. It will likely be similar to the last migration.

Tricerat will have to continue to reset the trial until after we are moved over.

A separate issue with receipt printers is occurring in MAD, LKH and RCT. MAIN/Polaris are working directly with the Madison circ. staff to troubleshoot.

3. Contract negotiations with Polaris are ongoing.
4. Issues with Polaris/Cloud Library disconnect continue. Phil will reach out to both parties to schedule a status call.
5. ILS RFC SOP was adopted with one change in reports section.
 - a. Montville's request for a shelf location of DISPLAY was approved upon recommendation of the Tech. Services committee.
6. The process for announcing implemented ILS changes was adopted pending formatting and minor edits. It was agreed that Phil will e-mail announcements to Directors and cc chairs of Tech. Services and Circ. committees.
7. New Product Implementation: Phil explained that SiteCues, Content Café/ChilFresh, & NovelList Select, if implemented, will be moved from the Digital Services Committee budget to the ILS budget.
 - a. 2016: SiteCues: Annu announced that it is completed in production but the results are not visible; Polaris is troubleshooting with AI Squared.
 - b. 2017: Content Café is purchased through Polaris and costs \$18,600 in 2016, will likely go up. ChiliFresh has more features but costs less (about \$13,000). Phil needs to determine if *Publisher's Weekly* reviews are included in the ChilFresh offering.

Novelist Select: a catalog enhancement product that will cost \$25,800 (although Phil will try to negotiate better terms).

Committee discussed the overlap between these 2 sets of products and whether or not we need both. Phil will research overlap of what we have now (Content Café & Novelist) with alternatives (ChiliFresh & Novelist Select).

Phil will send info on Novelist Select and ChiliFresh to committee members. Members will visit sites at Dallas PL, Phoenix, Pierce County to see them in action.

- c. 2018: Discovery – still working on this; Communico & Polaris updates in the fall.
8. The Committee agreed to put the Book Festival carousel up a week earlier to accommodate Annu's vacation.
 9. Old Business
 - b. Request to prevent expired patrons from placing holds in PAC: it was agreed that this would not be patron-friendly and this was communicated to the requestor.
 - c. Placing Holds at the Bib level: it was explained to the requestor that this is the way that it is intended to work at this time.
 10. New Business

Donna brought up the need to revise the Polaris user guide. She has done some revisions already and will send her updates to Marina to complete.

Next meeting: 10:00 a.m. on Thurs., Sept., 2016 in the MAIN office.