DALNET BOARD MEETING
NOVMEBER 19, 1990
DETROIT PUBLIC LIBRARY
COMMISSION ROOM

Present: D. Adams, M. Auer, P. Batty, R. Beer, J. Curtis,
S. Frankie, K. Gauri, M. Klein, J. Smith, P. Spyers-
Duran

Guests: L. Bugg, R. Harris

Jean Curtis, Chairman, called the meeting to order at
10.00 AM.

I Committee and Task Force Reports

A. Database Standards Committee

1. Guidelines on Provisional Cataloging Records. Report re-
viewed by Bugg who stated there were changes in Standards
Two and Five. Standard Two states that Provisional Records
shall be upgraded. Members discussed the desirability of
establishing a time limit for updating Provisional Records.
Pressure of current work could make adherence to guidelines
difficult. Spyers-Duran suggested it might be possible to
develop a program that would trace the number of provisional
records in the database and the length of time they remained
there.

Standard Five states that Provisional Records lack sub-
ject access.

Report was approved.

2. LC Subject Authorities (Policy) Reviewed by Bugg.
Report was given provisional approval because some members had
not received it before the Meeting. If members do not submit
any objections to Bugg before noon on Wednesday, November 21,
Report will be accepted as submitted.

3. Name/Series Authority (Policy) Reviewed by Bugg. Report wa
given provisional approval because some members had not receiv
it before the Meeting. If members do not submit any objection
to Bugg before noon on Wednesday, November 21, Report will be
accepted as submitted.

Guari expressed appreciation to Wayne State University for
the seminar series on cataloging topics being conducted by
Anaclare Evans. The sentiment was endorsed by all Board mem-
bers.

B. Circulation Standards Task Force
1. Priority Listing of NOTIS Circulation Reports. Reviewed

by Bugg. Priorities One and Two in Patron, Statistical and Course Reserve categories should be available by spring. Members may obtain reports via distributed printing at no extra cost. Standardized frequency of reports should be established.

C. Collection Access Task Force. Flaherty reported that the Task Force had held its first meeting. Members had discovered that a wide variety of access policies existed among DALNET institutions. Some members have not yet submitted access policy statements to the Task Force. Flaherty requested that they do so as soon as possible. Policies will be reviewed by the Board to determine if any special type of access among DALNET institutions would be possible.

D. DALNET Task Forces and Committees A List of the 1990-91 Task Forces and Committees was provided for the members.

II New Business

A. 1991-92 Budget Proposal Harris distributed and reviewed the 1991-92 Operating Budget. He asked members to "profs" their response to him by December 20.

Harris pointed out that the overall budget increase was 9.19 percent over the previous year. Some members expressed concern over the size of the increase; those from health care institutions observed that it far exceeded increases permitted in their own institutions. Harris reminded us that we are now paying for a higher level of service.

The ten percent salary increase resulted partially from transfer to the DALNET salary line of some staff costs formerly paid directly by the Computer Center and charged to DALNET as a contract amount. WSU personnel received an average salary increase of five percent. This is the first budget to contain an annual salary cost for a new professional on Central Office staff.

Computer operation and maintenance charges reflect the purchase of additional software and rising maintenance charges.

Travel costs increased by only $250. Wayne continues to absorb some DALNET travel costs.

The original equipment was fully depreciated after the 1990-91 budget.

Criteria for allocating costs among member institutions have not changed. Spyers-Duran stated that when all member institutions have been operational for a reasonable period of time, we shall examine transactional data and some changes

in allocation formula may then be made.

B.   Fund Raising

1.   MDAS Planning and Financing   Sypers-Duran reviewed DAL-
NET's fund raising status.   We need supplementary funding to
acquire enhancements. DALNET is interested in MDAS software.
Wayne will write a Title 2D grant proposal to get funds for it
and will solicit letters of support from other members.

Spyers-Duran has discussed the acquisition of MDAS soft-
ware with Jane Burke who originally wanted each DALNET member
to buy software at the prohibitive price of $100,000 per set.
She has now agreed that it will be possible for Wayne to buy
one set and the other DALNET members together will buy a sec-
ond set which would only be used to access external databases.
Databases such as Wilsonline and Medline would be an additional
cost to each institution.

2.   Central Site Equipment Upgrade   Spyers-Duran reported that
DALNET database growth, the implementation of more functions by
member libraries and increased use of CPU means that we must
begin more intensive planning for a CPU upgrade.   We are in the
sixth year of use of our mainframe and must be aware that IBM
phases out old equipment rapidly and increases maintenance cos
on outdated equipment.   We must determine the level of equipmel
we shall need and they try for a grant proposal.   We shall nee
a mainframe that costs between two and a half and three millio
dollars.

Other aspects of mainframe financing were discussed.   Mem-
bers have signed different types of contracts.   Some have paid
both an initial capital contribution and an amount for depreci
tion each year.   Institutions may use both these monies to pay
for replacement of Central Site equipment if they wish to do s
Institutions which have not paid annual depreciation must func
their share of capital equipment replacement in some other way

C.   Prospective Dalnet members   Spyers-Duran said that althoug
we are not in an expansion mode at present, two institutions
have asked for a price estimate.   The institutions are Walsh
College and Detroit College of Law.   Guari requested serious
consideration for Walsh on behalf of the Macomb University
Center.

III Report from Library Systems Office

A.   System Performance   DALNET Status Report for 1989-90
was reviewed by L. Bugg.

B.   Staffing   Bugg noted the addition of Bill Kane, a profess
ional librarian to Central Office staff.

The meeting adjourned at 12.15 PM "by popular demand"

Recorded by:

Joan Smith
Secretary