DALNET Steering Committee
Minutes
April 6, 1998
WSU Purdy Conference Room 134

Present: L. Bugg, K. Bacsanyi, P. Jose, J. Houser, M. Sheble, J. Flaherty, D. Adams
Guest: H. Masek

The committee discussed their responsibilities as outlined in the Business Guidelines document.

It was decided that minute-taking would be rotated among the committee members in alphabetical order, beginning with D. Adams. J. Houser will create an email list group called dalnetsc@detroit.lib.mi.us and subscribe all members on the committee and also H. Masek.. Minutes should be typed and distributed via email to the Steering Committee prior to the next meeting. L. Bugg will clarify with M. Auer regarding the broader distribution of these minutes.

For the purpose of information-sharing and feedback gathering, each committee member was assigned a group of libraries. This distribution does not preclude any committee member contacting any library for information during the entire process.

- J. Houser—DPL, MacGregor
- J. Flaherty—WCCC, OCCC, MCCC, Walsh
- K. Bacsanyi—WSU
- M. Sheble—UDM /Walsh
- D. Adams—Hospital Libraries
- P. Jose—Oakland Reference, Oakland Law, Detroit Professional Library, DIA

L. Bugg will sit as interim committee chair until the DALNET Project Leader is hired.

The committee will try to meet every other week on Monday mornings at 8:30-11:30. A list of dates was established through the summer months—April 20 (8:30-9:30 only), May 4, May 18, June 1, June 15, Jun 22, July 13, July 27, August 10, and August 24. The April 20 meeting will be held at the site of the ALS/DALNET Planning meeting which is tentatively planned for April 20-21.

Committee members who are interested in hosting the committee meetings will bring information to the next meeting so that locations could be established.

It was felt that existing DALNET committees could be assigned tasks throughout the process, as long as there was representation from all types of libraries.

Under an interim agreement with ALS, UDM is moving ahead with profiling. Also, WSU will be purchasing the Infoshare product. UDM will be identifying issues with the Horizon system which will require DALNET-wide decisions. At the planned April 20-21 meeting, these issues will be presented and discussed. Some of the issues already identified are one vs. multiple library databases and indexing options. J. Houser suggested that the first day be used to present the issues and discuss the options with as many people as possible from the DALNET libraries. A smaller group could then discuss the feedback and make recommendations on the second day. This smaller group should have representatives from programming, technical, and public services.

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The overall implementation schedule was discussed. The Board and ALS want to showcase the DALNET Horizon system at the ACRL conference in April 1999. This would necessitate at least WSU, UDM, and DPL to have implemented Horizon. In addition, it would be beneficial to have at least one other library type on Horizon by that time. D. Adams offered Botsford as an option. L. Bugg and H. Masek will talk with Randall at ALS to clarify the timeline. UDM prefers to implement the new system prior to the beginning of fall classes. L. Bugg clarified the timeline by stating that the intent was to have UDM start the process, then WSU follow after three months, then the third group three months after WSU begins, etc.

The remainder of the agenda was postponed to the next meeting due to time constraints.

Handouts distributed: Business Guidelines
                     Product Enhancements
                     DALNET Committee roster
                     DALNET Horizon Implementation Planning Session Minutes Mar. 6, 1998
                     UDM Project Timeline
                     DALNET Libraries Preferred Horizon Migration Schedule

Respectfully submitted,
Deborah Adams