DALNET Board of Directors
Monday, March 25, 2002
1:00-4:00 p.m.
Macomb Community College, South Campus, Building K, Room 307

Present

Margaret E. Auer	University of Detroit Mercy
Jerry Bosler	Macomb Community College
Steven Bowers	Rochester College
Nancy Bulgarelli	William Beaumont Hospital
Marilyn Dow	Detroit Medical Center
Cathy Eames	Children's Hospital
James Flaherty	Wayne County Community College
Phyllis Jose	Oakland County Law Library
Jennifer Moldwin-Gustafson	Detroit Institute of Arts
David Murphy	Walsh College
Patricia Orr	Henry Ford Museum & Greenfield Village
Mary Ann Sheble	Oakland Community College
Willie Cromwell-Kessler	Detroit Public Library
(representing N. Skowronski)	
Karen Tubolino	Department of Veterans Affairs Medical Center
Frank White	Marygrove College
Sandra Yee	Wayne State University

DALNET
Duryea Callaway
Robert Harris
Scott Muir
Michael Piper

1. **Call to Order/Call to the Audience. Review agenda:** The meeting was called to order at 1:08 p.m. by J. Bosler, chair. The agenda was reviewed.

2. **ACTION**: P. Jose moved, seconded by J. Flaherty, to approve the minutes of the February 25, 2002 meeting.
APPROVED

3. **Chair's report**: No report.

4. **Information Hub Development Committee report**: D. Callaway provided an overview of the IHDC proposed DALNET Information Gateway. The following issues were emphasized:
   - The Committee completed research through reviewing the literature, talking with vendors, and tapping the expertise of special interest groups and experts.
   - The Committee sponsored workshops on: copyright, project planning, digitization techniques, and metadata basics.

- The term "Information Gateway" is a generic term, referring to the integration of a wide-range of Web-based resources.
- DALNET libraries are hybrids, somewhere between entirely electronic and traditional.
- The proposed DALNET Information Gateway would need policies (e.g. collection development, maintenance), a documented metadata set, and ways to share resources that respect the individuality of each member library.
- The proposed Gateway would need to be grounded in user-needs.
- Open URLs provide the means for linking external, independent resources and provide the means for realizing some of the features required by the proposed Gateway.

A handout of D. Callaway's Powerpoint presentation, *Information Gateway*, was distributed to Board members.

J. Bosler opened the floor for discussion. Issues raised by meeting participants are summarized:
- On the ends of the continuum of options for developing and handling digital databases are locally developed methods and vendor-dependent methods. DALNET would need to ensure maximum flexibility in any option considered/selected.
- Studies on information seeking behavior show marked differences within populations.
- Several DALNET libraries that provide patrons with the capability to conduct "global searching" across selected databases report a high level of satisfaction from patrons.

5. **DALNET Planning Team**: M. Piper reported on DALNET Planning Team recommendations.
a. **Review progress report on questions identified at last year's planning retreat:**
Board members were asked to review the document, *Big Questions for DALNET that are of Strategic Importance and Will Build on Our Accomplishments*. Key questions were reviewed.
- Where are we now?
  Updated vision, mission, and value statements
  Building a sound infrastructure (equipment, personnel)
  Activities have been directed toward setting the stage for the "next level" of services.
- Where do we want to go?
  Issues to consider:
    How do we define the "next level?"
    Polls show that 95% of the general public use the Web. A key challenge is weaving librarians into the Web.
    Components of defining "where we want to go" are expressed within the vision, mission, and values statement, including becoming a leading

library consortium, reaching beyond the ILS, and developing a gateway to diverse resources.

- How to we get there?
  The Planning Team recommends using 2002 to address questions relating to how to move to the next level of service.
  Key questions to consider are:
    What can *epixtech* do to support this service?
    Can we get what we want from *epixtech* or do we need to go elsewhere?
    How will costs be handled?

M. Piper outlined possible steps for 2002 to move DALNET forward:
- Build an infrastructure through recruiting staff and upgrading equipment.
- Implement Horizon 7.x/iPac 2.x. Evaluate these upgrades to determine if they provide the expected functionality.
- Restructure committees to align with DALNET vision and mission.
- Develop plans for 2003.

As the Board plans to move DALNET forward, the following issues need to be considered:
- Can we handle the agenda for 2002 ourselves or do we need assistance?
- What is an appropriate timetable?

M. Piper outlined a possible March-July, 2002 agenda of issues to address and related activities:

March, 2002
- How can DALNET best fulfill the vision, mission, and value statements? How does the proposed Gateway fit with the vision, mission, and value statements?
- Identify questions the Board would like to have answered about the Gateway.

April, 2002
- Continue Gateway discussion.
- Set the context: learn more about the ATLAS initiative.
- Identify questions for *epixtech,* and invite company representatives to meet with DALNET in May. Forward questions to *epixtech* prior to the meeting.

May, 2002
- Meet with *epixtech* to determine if current developments will provide the support DALNET requires to move forward.

June, 2002
- Evaluate the *epixtech* meeting; identify next steps.

July, 2002
- Horizon upgrades to 7.x and iPac 2.x.
- Begin plans for 2003.

- Begin developing plans for the Gateway.

b. **Act on Planning Team's proposed next steps:** Identify questions that need to be answered. M. Piper opened the floor for Board input on questions that need to be answered.

- Do we need to continue on a common ILS?
- Would the new generation of inter-related systems incorporate diverse, multiple-user systems like MiLE?
- Would *epixtech* permit us to purchase modules from other vendors and interface with Horizon?
- Will 7.x and iPAC 2.x deliver the expected functionality?
- How do *epixtech* developments support where DALNET wants to go?
- How can we assess how our current resources would integrate with components of the proposed Gateway?
- What would the proposed Gateway look like?
- How do we get from where we are now to the proposed Gateway?
- We need to evaluate what people want/need. What is the best way to approach this process?
- Would it be feasible to have outside consulting to assist with the proposed Gateway?
- How will the Gateway be financed?
- Is there limit on how much technology we (library staff, patrons) can handle right now?
- What can we learn about applicable technology by looking beyond traditional library vendors?
- What can we learn by looking at competitors?
- Would ALA in Atlanta be a good place for researching possibilities for DALNET?

Related discussion:

- The next generation of systems will be based on the Open URL concept and can incorporate multiple, unrelated systems.
- There are a number of examples of gateways (RLIN, citations from IHDC workshops) that incorporate some of the components of the proposed Gateway (e.g. global approach to information gathering, one-stop shopping for diverse resources, scoping to the level of individual users). D. Callaway volunteered to distribute URLs for these sites.
- We are beginning to create valuable resources. We need to provide a single interface that integrates information retrieval for these and others resources our users want to access.
- A key question is cost.

Where are we with ILS releases?

- Horizon 7.03 is a bridge product that will allow us to phase-in iPAC 2.01. DALNET plans to test and place 7.03 into production as soon as it is ready for release, possibly by May or early June.
- If 7.03 can be installed on the projected schedule, iPAC 2.01 is targeted for phase-in through July. The burden of implementation for iPAC 2.01 would be placed on DALNET Office staff. Member libraries would complete profile sheets and return them to the DALNET Office. After testing is completed by member libraries, DALNET Office staff will "turn-on" iPAC as the library OPAC.
- If other deadlines can be met, Horizon 7.2 would be scheduled for late August.
- All of the Horizon 7.x and iPAC 2.01 deadlines depend on *epixtech* release schedules.

ACTION: J. Flaherty moved, seconded by J. Moldwin-Gustafson to investigate the Gateway model as appropriate for DALNET.
15 Approve
1 Abstention
CARRIED

c. **Discuss next steps in DALNET committee review process:** Information will be presented at the next Board meeting.

6. **DALNET Director's report**: Information for reporting emergency situations is posted on the DALNET website. S. Muir distributed a copy of the website page that lists *Emergency Situations and Horizon Connectivity Problems.* He invited feedback on the procedures.

a. **Identify preferred content and format for DALNET Financial Reports to be presented at upcoming Board meetings**: R. Harris distributed and reviewed the document, *DALNET Financial Report as of February 28, 2002*:
- Funds for equipment (e.g. server upgrades) were transferred from operating costs.
- Budgets are set two years in advance.
- Details were provided on over-budget costs.
- Comments on the report format should be sent to R. Harris.

By consensus, the DALNET Board recommended for budget reports to be sent to the Finance Committee on a quarterly basis, or more frequently on request. The Finance Committee will route information to the Board that needs to be reviewed more broadly.

7. **Reports from DALNET Board members:**
The library at DIA is assuming responsibility for housing and providing access to the DIA archives. J. Moldwin-Gustafson is looking at options for placing the archives in electronic format.

S. Yee distributed a flyer announcing a WSU Library System lecture and discussion, *"Libraries and Scholarly Communication in a Digital World" with Brian L. Hawkins,*

President of EDUCAUSE. She invited Board members and others from their libraries to attend.

New Business:
D. Callaway provided an update on MiLE. The "soft implementation" (staff use) is in process, with a target date of April 1 for making MiLE available for direct patron-initiated requests.

J. Bosler thanked Board members for their support for the MiLE project and their willingness to provide a quick turnaround on decisions related to financial support for MiLE.

Taking Board minutes restricts contributions to meeting discussions by the Board Secretary. By consensus, the Board requested for M. Piper to ask DALNET staff if they would be willing to take minutes at the meetings. If this is possible, the role of the Board Secretary would be to review the minutes and present them for Board approval. At a later point, the role of the Secretary in the Bylaws will be reviewed.

Next meeting: DIA, April 22, 1:00-4:00 p.m.

Meeting adjourned: 3:45 p.m.

Mary Ann Sheble
DALNET Board Secretary