

**Archway Steering Committee Minutes**  
**March 21, 2003**  
**Florissant Valley**

In attendance: Linda Bigelow, Patricia Williams, Sheila Ouellette, Ann Riley, Ying Li, Jill Nissen, Carol Bennett, Loretta Ponzar, Carol Warrington, Kathy Schlump

1. Linda Bigelow called the meeting to order at 9:05. Minutes from the previous meeting on Jan. 31 and the agenda were approved.
2. St. Louis College of Pharmacy--Jill Nissen gave a report on the St. Louis College of Pharmacy implementation. Initial training on III will be done April 2-3 at Forest Park. Cataloging training will be May 1-2 at the College of Pharmacy, Circ training the week of May 12, end user training the week of May 19, with a go live date during the week of May 27. They have 12 patron types and six location codes, and are working on loan rules.

Carol Bennett also attended some of the implementation meetings at which several new developments were discussed. Carol moved that the title key search default in GUIcat and Millennium Cataloging be removed and title search be made the default. Carol W. seconded and the motion passed. MCO will be notified.

In another new matter, the 12-character limit on public display labels has been lifted. This was referred to Archway Public Services Committee to consider what labels should be changed and what the new labels should be.

Carol also reported that searches can be limited by collection within location and the option can be added as a limiter on OPAC search screens. Consideration of this new option was also referred to Archway Public Services. Bridges has the longer labels and Towers the new OPAC option in use if people want to see examples.

3. Fines paid file—Bonnie had asked all to review this. It holds 10,000 records and now has 8,000 in it. Ann moved to increase the limit to 20,000 and Pat Williams seconded. Sheila will ask MCO to do this.
4. Load review files (create lists)—Sheila reported on an email from Jim Dutton with review file information for the College of Pharmacy. Jill reported she will chose option 3 that he presented.
5. Wright American Fiction records—Carol B. reported they are all loaded in Archway and look good.
6. Updating LDRs in OCLC—Sheila reported that MCO will load holdings and add updates for members. Each needs to report to MCO what s codes we use. Sheila moved S code 3 should be set to the letter l to indicate LDR update. MCO will send these to OCLC in December and June each year after the initial load, which should be completed before June 30, 2003. Carol W. seconded the recommendation, and the motion passed.

7. NetLibrary—There are some issues involved in loading records for the e-books in NetLibrary. Kathy reported on a discussion she had with Christopher Gould at MCO about what wording to use in OPACs. Carol B. indicated each library needs to have an 856 link. If item records are suppressed, there is a question as to what to show as a local call number. Jefferson and East Central are going to follow the St. Charles model and not suppress. The cluster will need to revisit issues of how to handle e-book records later.
8. Archway upgrade—Carol W. asked about the Java upgrade. The new client can't be used before the upgrade and must be used afterward. It was suggested that it might be best to set each machine to point to the new client while the system is down March 27.
9. MOBIUS homepage request from Eldon Wallace—Eldon, one of the founders of MOBIUS and an influential guide for MOREnet, now retired, has suggested information on library classification and subject headings be added to the MOBIUS homepage. The group agreed that Archway supports any response from MCO, and that adding a link such as "Learn more about libraries and the organization of knowledge" would be fine.
10. Scoping problems—Some locations are still having unusual results with record appearing from the wrong scope. Bonnie is aware of the problems and will follow up as she can; scoping is controlled by IP and changes may affect it.
11. Committee reports—
  - a. Archway Public Services has not met since Jan.- Ying reported
  - b. ArchTech is doing business by email but will set a meeting - Carol B. reported
  - c. MOBIUS Access Advisory is meeting April 2 - Loretta reported.
  - d. MERAC is meeting April 1, 2003 - Jill and Sheila will attend.
  - e. MOBIUS Cooperative Collection Development Task Force meets April 7. Its initial report was given to the MOBIUS Executive Committee on March 19. Ann shared the draft with the Steering Committee.
  - f. MOBIUS Executive Committee met March 19. Linda reported that the Task Force report was well-received and offered kudos to the Task Force for bringing such a large assignment into a reasonable, well-framed document so quickly.
  - g. MCDAC – See Carol B's motions in section (2) above.
12. There were no open logs reported.

Around the table: From East Central - Jennifer Dodillet is engaged.

The meeting adjourned at 11:15.

Respectfully submitted,  
Ann Riley, Recorder for a day

**Addendum to MCDAC Information (at Fran Stumpf's request):**

- The INN-Reach server has not been updated to Phase 2 yet. When it is, the *Pick-Up-Anywhere* feature will be included. Some set-up and training of circ staff will be required. The product is not quite ready for the MOBIUS environment. *Pick-up anywhere* will not work for intra-cluster borrowing at the MOBIUS level. It works great for inter-cluster borrowing.
- SSL (Secure Socket Layer - encryption for social security numbers for our patrons) has been implemented for all clusters. There has been a glitch at Galahad. Gary did not explain. Please note that SSL has not been installed on the INN-Reach server.

**Next Meeting: May 16, 2003, 9:00 a.m., at St. Louis College of Pharmacy**