

Minutes
Prospector Cataloging Reference Committee Meeting
February 15, 2007

Present: Mary Beth Chambers (chair), Barbara Allen, Patricia Andersen, Rick Boeder, Lloyd Chittendon (via telephone), Gene Gardner, Gwen Gregory, Virginia Inness, Janet Lee, Terri Lewis, George Machovec, Betty Meagher, Rose Nelson, Beth Oehlerts (for Joanna Blair), Janet Ryan, Cynthia Wilson (recorder)

Guests: Aimee Schumm

1. **Introductions:** Introductions were made around the table to welcome Lloyd and Aimee to the meeting.

2. **Announcements from George:**
 - a. Prospector has added 6 new concurrent user licenses. We are now up to about 94 concurrent users which should make it easier for users to have access when needed.
 - b. George distributed the current set of Prospector database statistics. There are 7,117,942 unique bibliographic records in the database and 22,108,197 item records.
 - c. George will run the year-end circulation statistics and sent out an Excel spreadsheet via the discussion list.
 - d. The brief outages experienced by Prospector during February were due to a variety of circumstances, including a bad UPS, corrupted data (which III fixed), and finally the replacement of 32 new batteries to help ensure the stability of the system.
 - e. At ALA, George M. and Alan Charnes met with Sandy Westall to discuss pricing for the INN-Reach Direct Consortial Borrower (DCB) client software. DCB client software allows non-Innovative libraries to join an Inn-Reach system without the special programming Prospector did for CARL and Endeavor sites. III is still working on the pricing structure, but seems to be leaning toward a lease arrangement. The price would include an installation fee plus the annual lease price which is based upon the number of branches in the library system. The cost is still too expensive for most smaller libraries to consider – approximately a \$49,000 initial investment, plus about \$24,000 per year after that for the lease for one library, more for multiple branches (although these prices are not necessarily firm at this point). For DPL, it is still more cost effective to tweak the custom software than to consider the DCB client. However, if DPL ever decides to migrate, the DCB client could become a consideration. The DCB

- client software might also be a consideration for larger systems such as Douglas County or El Paso County if they ever decided to join Prospector.
- f. Cancelled holds in CARL and Endeavor sites are handled differently. CARL software automatically cancels the item level hold if all copies are checked out. Endeavor systems actually change the circulation status of the item when it checks out so that holds don't fall on them to begin with. George will be having a programmer look at changing the CARL system to handle holds more like the Endeavor system so holds can be redirected to other libraries in Prospector if other libraries own the item.
 - g. Rose distributed the Prospector enhancement list that was sent to the Inn-Reach enhancements coordinator. George reviewed the process by which enhancements are compiled and submitted to the IUG for voting. George suggested changing our local procedures for enhancements to providing a standing agenda item to solicit enhancements from the group, and then schedule an enhancements discussion in the fall of each year. DPL had brought forth an enhancement request possibility that had to do with ghost records staying in Prospector once the bib record was deleted by DPL. They thought perhaps it would be worth it to request some central editing capability in Inn-Reach so that site administrators could delete those records rather than having to call Innovative. George believes that the ghost records represent a bug between CARL and III, but is not sure where the bug might be. He also felt that creating editing power for the site administrator would present the huge disadvantage of putting the site administrator in the business of database maintenance. The idea was not forwarded as an enhancement. DPL will try to provide fresh examples of ghost records, and George will pursue tracking down the bug.

3. Subcommittee reports:

- a. Basic documentation: Rose will post the basic documentation on the website. George will remove the references to specific documents such as the database profiling sheets.
 - b. Best practices for multi-part media items: Still waiting for the current MARC21 update before finalizing the document.
 - c. Large record sets: The statement addressing the best practice of changing the encoding level to "L" has been added. The final version is ready for inclusion in the online documentation.
4. Serials Solutions journal records: George diagrammed the record loading process model used by Inn-Reach systems. He explained how transactions can be backed up if large numbers of records are loaded at once. This backup causes a delay in transactions to be displayed in the union catalog, so something that is checked out in the morning may not display as checked out until several hours later for that library. Therefore, George suggested that large record loads such as the Serials Solutions loads being done by CU be done overnight, starting after 5 p.m. Our old guidelines said to call the Prospector offices to report if you were going to do a

large record load; however, George suggested that for these regularly scheduled large loads, he only needs to know that you will be doing them. He does not need a call each time a load is to be done. He also suggested alerting staff members in your own organization that a large record load is taking place in case they notice some deterioration of performance or if transactions do back up. If we are going to do a large special project of more than 10,000 records, Prospector still needs a call.

5. Committee charge: The Committee reviewed the suggested changes and approved the revised charge. Rose will post the charge to the website and remove all references to the Advisory Committee, which doesn't seem to exist.
6. Next meeting: April 19th. We will meet in April and decide at that time when the next meeting will be scheduled.
7. Other:
 - a. DPL is retiring their old domain name March 1. The new name will be denverlibrary.org. Prospector will need to change all the Google map links, and all e-mail addresses in group e-mails will need to be changed as well.
 - b. Rose will be creating links to Amazon in the staging port so we can discuss the pros and cons of providing such links from within Prospector and to create a model for these types of external links. Once the model is functional, the Committee will discuss what sites should be linked.