

# **11-15-18 KLAS Users' Group Officers' Meeting Notes**

## ***Attendees:***

Craig Hayward, North Carolina LBPH, President

Erin Pawlus, Arizona Talking Book Library, Secretary

Andrea Callicutt, Keystone Systems

## ***KLAS Users' Conference 2019 Planning***

The draft overview schedule has been created and published for attendees. This will also provide the planning committees with a framework to use. The committees also suggested conference themes that were narrowed down to three finalists. A survey will go out to the user group to vote on the theme. A call for presenters was sent out and the registration form was published. Conference hotel and sessions locations information was combined into one article on KLAS Users.

## ***Logistics Committee***

Craig presented for the Logistics Committee. The members talked about registration logistics and when the form would go live. They started a conversation about catering options. Lunch menu options were suggested. They will get out an e-mail so the user group can vote on the conference theme. They discussed combining conference and hotel info, which has now been done. He pointed out that the upcoming conference will be the last of the annual conferences before we move to a biennial format. The next call will be December 13.

## ***Program Committee***

Erin presented for the Program Committee. This committee also discussed the conference theme and the survey to narrow down options. The group continued to review the conference feedback forms from the 2018 conference and will be finishing up with that process soon. They agreed that sessions should be related to KLAS as much as possible, though there may be some flexibility in the breakout sessions since attendees have the freedom to choose a topic of interest. Drea showed the committee members the draft registration form for approval. The next meeting will be on December 4 and it will be a longer meeting to wrap up conference feedback review.

## ***KLAS Development Advisory Committee (KDAC)***

Erin presented on some of the highlights from the last KDAC meeting. Keystone has spoken to representatives from NLS about some issues that they have run into regarding the identification of cartridges that may be damaged so they can be flagged and set aside. NLS was open to make changes and has already provided Keystone with a preview copy. This should help to speed up the process of Gutenberg integration.

There was a blog post about the Service Queue tab on the KLAS Users website. A question was also posted on the discussion forum for additional feedback. During the testing process, North Carolina LBPH had identified some changes to the tab that they would like to see. The committee agreed with their assessment.

There were questions from the group regarding the process for alerting staff members that service was required, in case they wanted to make any adjustments to the books on the cartridge before mailing it to the patron. The committee members were also curious if current service types would still be available. In particular, would there still be an on demand option for those who would not want another cartridge automatically sent. Keystone will look into the various options.

Keystone is looking into a quick request option for the new service queue and, on the book search, adding an "Add to Queue" button to make that process easier.

## ***New Business***

Erin will pen the next missive, likely after the conference theme is determined. Craig will work on another "Notes from the Scribe" update soon.

## ***Next Meeting Date***

Next call scheduled for 12/20/18 at 2:30 PM Eastern.