8/27/19 KDAC Conference Call, 1:30 pm EDT
Attendees:

◦ **John Phillos, Delaware Library Access Services**

◦ **Amy Ravenholt, Washington Talking Book & Braille Library**

◦ **Cyndi Hammonds, California Department of Education**

◦ **Erin Pawlus, KLAS Users' Group Secretary**

◦ **Ricardo Cisneros, San Francisco Library for the Blind**

◦ **Dianne Keadle, South Carolina State Library Talking Book Services**

◦ **Kyle Honeycutt, Keystone Systems (pulled into another meeting)**

◦ **Katy Patrick, Keystone Systems**

◦ **Andrea Callicutt, Keystone Systems**
Not present:

◦ **Donald Salvato, The Xavier Society for the Blind**

John called the meeting to order.

1. E-commerce

Kyle: ecommerce is progressing, taking a lot of development time.

Cyndi: Staff have been entering orders for customers for three weeks. They put it live on their website and had their first successful credit card order almost immediately. Katie showed web page. The open-source interface uses OPAC type functions/web ordering, materials requests, put orders in the shopping cart, etc. The orders are shipped using traditional KLAS functionality. It tracks inventory, calculates sales tax, etc. –very attractive to customers who do want to sell anything through their website.

2. Server-side issues with 7.7 deployment

Kyle: they are trying to bring up customers on 7.7 preview on request. Bringing up sites live one a week. They found an issue with auditing stuff (not used much by LBPH). They halted upgrades until that issue is dealt with. The resolution is programmed, will be tested this afternoon. Keystone will resume moving new sites to 7.7 after they upgrade existing 7.7 customers. This issue didn't affect most LBPH, but it is good policy to keep all sites on the most current version of KLAS.

Erin asked for details on this auditing issue.

Kyle: Anytime someone updates a record, auditing tracks anytime a user changes a record, whether it is a local user or Keystone staff. They have not been able to track everything that changes about patrons. The LBPH customers haven't used auditing because they aren't

synchronizing with other databases (except PIMMS). The IRCs synch with other systems, so they need this.

Amy: could an LBPH start tracking who makes changes in KLAS?

Kyle: Yes, but would take development time. How high is the priority? Amy: Nice, but not a high priority.

3. Will soon have first Gutenberg customer running a pilot program. After pilot they wish to ramp up duplication service quickly.

Georgia is the first Gutenberg library to go live. Tomorrow they will be sending out their first duplication cartridges. They will run it as a pilot program for five weeks, to give patrons time to get comfortable and ask questions. They thought about switching all patrons to dup on demand on Oct. 1, but Keystone was concerned that might be too fast. Katie is training their RAs this afternoon as they set up dup for the first 50 patrons. Kyle: then can collect metrics how many can process per day and per week. They are willing to test the abilities of the system, and plan to work through the entire patron database pretty quickly.

Drea: Katie asked GA if willing to do blog posts. Pat agreed.

Ricardo: how long does it take for KLAS to set things up at a new library? And one station or two?

Kyle: heard they had two workstations, one printer.

Katie: Both NLS and Keystone have worked with them, checking settings, everything talking to each other. Kyle: NLS shipped the Gutenberg system to them, and Georgia set it up. Keystone connected to Georgia's KLAS database, not to Gutenberg directly. NLS is good about sending a turnkey system. It doesn't matter on the KLAS side how many workstations there are.

Colorado is the next library to get Gutenberg on the NLS list. NLS still needs to construct and test it.

Drea: Katie is doing a Q&A webinar on Sept. 12 on duplication on demand for anyone who is interested. There is also a video coming on the cartridge recycling option with Scribe.

4. Enhancements for Scribe Recycling Mode

Kyle: There have been a lot of requests to add check-in mode for recycling. Katie: Scribe will auto check in cartridges plugged into it to clear off the patron records, toss in a bin until needed again.

Ricardo: Does Scribe recognize the green cartridges vs. peach, or is there a separate step?

Katie: Scribe can handle all cartridge varieties. NLS white cartridges have to be reset on a standalone NLS device to reset how they are locked down. Keystone asked NLS about SCRIBE unlocking the white cartridges, but NLS said no, cannot provide that to a third party. This

separate device to unlock the white cartridges is the alternative. After the white cartridges are unlocked (and labels are scraped off), then they can mix with peach and green cartridges.

Ricardo: what if cartridge size doesn't match the job size?

Kyle: you will still print mailing cards for duplication orders. The first library going to recycling asked if it would be possible to sort cards by order size so could match up orders against your stack of cartridges to avoid those errors. You can't print the cartridge # on the card because KLAS doesn't know which one you will grab.

Ricardo asked if the mailing card could give staff something to indicate the size of the order so they can pick the right-size cartridge.

Kyle: we will look into that.

5. Web order conversion to Bootstrap still in process. Must be completed IRC migration to 7.7.
Web order conversion: moving to Bookstrap will improve the appearance. Has to be completed before they can migrate anyone who uses web ordering interface to 7.7. This is a high priority for IRCs and the Deaf Blind consortium, along with the other things mentioned on this call.

Katie: Will that require them to move to the new webopac?

Kyle: This should be seamless; it changes the look and feel of the webordering, the style, but not the underlying functions.

Cyndi: Will IRCs still able to do changes on our own? Or go through Keystone? Kyle-not sure. Keystone is involved in changing style sheets for you anyway.

Cyndi: we still change announcements on the page, font color, etc. Kyle said that is still supported in the new version.

6. Officer duties

John sent out documents with KDAC officers' duties, based on those for User Group officers, and got some feedback.

Erin: set a deadline for minutes, say 5 business days before the next meeting. Agreed.

John: Did not include term limits for the chair because there is a two years term limit for the committee.

Erin: We should edit the current guidelines to include those term limits. Ricardo agreed.

Cyndi: is it two years all together, or two years per office?

John: essentially it is two two-year terms you can be on the committee. That effectively puts term limits on all officers because they can only be on the committee so long.

The guidelines will be updated with more information on the positions of Chair and Secretary

7. New Members

Erin started the discussion for who next to invite to be on the KDAC committee. John is stepping down as chair. Amy will be going off the committee (retiring after WTBBL moves to dup on demand). Besides new officers, that means we need to recruit a new member to represent large libraries. Take several days to think about this, and forward other suggestions by Thursday.

Cyndi: For officers, it would be good if they have some experience on KDAC. John agreed that a year on the committee prepares you for leadership.

Next meeting scheduled: Sept. 24 1:30 EDT, 10:30 PDT