SWAN ILS Acquisitions Task Force  
September 11, 2013  
125 Tower Drive, Burr Ridge, IL

Vickie Totton (CIS), Rebecca Bartlett (LGS), Mary Elzinga (EVS), Amy Weiss (WRS), Susana Leyva (AMS),
Absent: Samantha Dietel (SWAN)
Meeting called to order at 9:33 a.m.
Note taker: Rebecca Bartlett

Approve Committee Meeting Minutes from August 27th
Amy moved to approve the meeting minutes from August 27th. Mary seconded. The motion passed via voice vote.

Update on ILS Committee
Five ILS vendors have turned in RFPs to the ILS Committee. The RFPs are posted on the SWAN website, and you can view them if you log in with your L2 login. If any vendor contacts you, direct them to Aaron Skog. The ILS Committee will meet 9/19 and 9/20 to review RFPs and work with a consultant. They will narrow down the choices and decide which vendors to invite back to demos. Task Force members, not liaisons, are the only people who will be able to vote, but visitors are welcome to attend the demos.

Brainstorm List of Features / Issues / Concerns for Vendor Demos
Additional acquisitions question:
Can patrons place holds on acquisitions (on-order) records?
Can all fund reports export into Excel?
Serials questions:
Routing slips -- how easy are they to use (create, print, modify)?
Again, what serials vendors do they work with?
How do they handle electronic claiming with those vendors? Will current vendor coding be transferred over or will we have to input a new string of number coding for their system (VEN TITLE# CG1624500AA238118509)?
How do they handle (show in the catalog and webpac) multiple issues in different locations (i.e. Parents in Adult and Parent/Teacher collections)?
Does the check-in card show in the webpac (like III)? "Library keeps" note?
Can you enter an item record while checking in an issue? Can you delete the item record and the check in record simultaneously?
While checking in, how do you add a supplement or update expected dates?
Can you copy the check in record from one year to the next for weeklies, biweeklies?
Is there a limit on how many holding libraries attach their check in records?
Is there a limit on check in records?
Do you support brief vendor records for serials? What about volume, issue numbers?
How do you search for serials titles in the staff module?
Can you run reports on status of Claims? Can you export these to Excel?
How does the ILS work with OCLC to update library’s serials holdings?

Upcoming meeting dates: TBA, first week of October for ILS demos.

Meeting adjourned at 10:53 a.m.