Date: October 29, 2013

Time: 2:11pm

Location: Oak Lawn Public Library
9427 South Raymond Avenue
Oak Lawn, Illinois 60453

1. Call to Order: The meeting was called to order by Chairperson Meg Klinkow Hartmann.

2. Roll Call: Meg Klinkow Hartmann (Directors Chair), Jeannie Dilger (ILS Search Committee Co-Chair), Shelia Sosnicki, Amy Crump, Rodger Brayden, and Jim Deiters.

3. Visitors Comments: No visitors.

4. Correspondence: No correspondence.

5. ACTION ITEM #1: Approve the Minutes from the September 10, 2013 SWAN Directors Task Force. A motion to accept the minutes was made by Deiters and seconded by Brayden. All were in favor.

6. ACTION ITEM #2: Rank vendors on basis of functionality for Task Force Report. The Committee discussed the pros and cons of the three potential ILS vendors. Brayden explained that his staff had ruled out open source software. The group had an extended conversation about open source software and Crump detailed her experience as a stand-alone library. The group discussed the issue of SirsiDynix demonstrating software that is not currently available. A straw poll was taken and five members chose VTLS and the sixth member was undecided between VTLS and SirsiDynix. Deiters asked, as a follow-up to fellow SWAN Director question, if the Task Force would be
comfortable tabling the entire search if, in the end, the best solution was not obvious. The group response was “no”. Hartmann described the many features of VTLS from the system administration perspective. There was a short discussion about the language translator in VTLS. The fact that both Hong Kong and Queens run on VTLS was impressive to Task Force members. The offline process was mentioned as a positive offering. Dilger explained the potential for creating multiple groups within the system. Reports were discussed and the automatic switchover from youth to adult cards was seen as a positive aspect. Group members were troubled by the lack of data migration experience with the current vendor, but VTLS staff did not see this as a problem. Sosnicki mentioned the lack of ability to see “on order” materials, but the group felt that this was an issue that could be resolved with implementation. Many of the Task Force members were excited about the web-based circulation module demonstrated on the second day. Dilger described a conversation she had with a VTLS staffer about allowing SWAN to help with development if chosen.

7. Other Business: Consider Optional Forms
   1. List of follow-up questions for vendor.
   2. List of questions for libraries using this vendor.
   3. Problems or concerns with the proposed vendor’s ILS.
   4. List of desired changes to the proposed ILS.
   5. If we choose this vendor, how will it impact current SWAN practices and procedures?

8. Announcements: None.

9: Adjournment: Chairperson Hartmann adjourned the meeting at 3:50pm.