Present: Aaron Skog, Anthony Andros, Lauren Peltier, Stacy Wittmann, Molly Bitters, Marilyn Oorbeck, Sarah Kurpiel, Keisha Hester, Louise Dimick.
Absent: N/A
Visitors: Brande Redfield, SWAN Office Manager

Meeting called to order at 2:02 p.m.

Note taker: Brande Redfield

Approve Minutes of October 2nd Meeting
Anthony moved to approve the meeting minutes from October 2nd, 2013. Molly seconded. The motion passed via unanimous voice vote.

Brief Guideline/Outline of Impending Discussion
Anthony provided an overview of the structure for today’s meeting, and how the conversations about all three vendors can certainly be combined where appropriate. He also stressed that discussion should focus on the content and substance of the demos, rather than the flash of the demo experience, though he recognizes it is hard to separate the two at times. The deliverables for today’s meeting were also discussed, and the forms that will need to be completed for the ILS committee. Aaron shared what would happen with the information provided today, once it is given to the ILS committee and the expected timeline for upcoming events.

Detailed notes on each discussion topic were taken and posted throughout the room to aid in group conversation and brainstorming along the way.

Pros & Cons: Symphony (Sirsi-Dynix)
Sirsi was well-developed and offered a “whole package.” A discussion ensued based upon which patrons we are targeting for our new ILS – very tech-savvy, middle of the road, or less tech-savvy? What degree of customization will this software have for us, because of its large size? Symphony offered a great deal of “bells and whistles;” the task force discussed where we as an organization want to start with our new ILS and what we want to offer to our patrons. The necessity of boolean search and advanced searching was debated. Facebook and social media integrations were discussed. eBook and content integration seemed very seamless with Symphony as well.

Pros & Cons: Evergreen (Equinox)
There were some functionality concerns with Evergreen, and it was felt that the OPAC may be a step back from Encore. There was no spell-check, library staff can’t individually manage check-out history, and there were issues with the hold filing structure and some vocabulary ambiguity. Unlimited installs was a nice feature. When a demonstration was provided in the lab, searching seemed slow.
Pros & Cons: Virtua (VTLS)
VTLS as a company seems nimble and responsive to customer demands. The staff client appeared a bit cumbersome and unwieldy with multiple windows for actions. “MyAccount” features seemed to anticipate the needs of our patrons in a user-friendly way. There was concern over being unable to individually manage the check-out history.

Final Discussion & Reach Consensus
Skog noted that though there are many aspects to consider, bringing a recommendation primarily based on the OPAC offers for the different systems is the key goal of this task force. The ILS committee will evaluate all components of each vendor as a whole.

The task force entered a round table discussion regarding the ranking of vendors, with each member providing a ranking and the rationale for the ranks.

Confirm Submission Details of Task Force Report
Anthony will work on completing the draft of the group’s results. The draft will be shared with the group for edits before being submitted to the ILS committee.

Upcoming meeting dates: No further in person meetings are planned for the group.

Meeting adjourned at 4:51 p.m.