

**Information Services Communication Coordinators Committee (formerly Liaison Committee)**  
**Minutes for September 21, 2009**

Present:

Alicia Adamczyk	Vicky Greenman	Susan Scheu	
Michelle Babbie	Sarah Keesler	<b>Tom Schmidt</b>	Mary Widomski
Linda Bluey	Megan McCoy	Cindy Staley	Karen Zaleski
Jim Cichon	Karen Pelletier	Teri Stile	Helen Zyma
Sharon Crowe	Anne Reilly	Carrie Storm	Jody Hildreth
		Debbie White	Pat Lekki

Absent:

Andrea Kaczor, Tom Schmidt, Linda Chesebro, Leeann Dooley, Kathleen Smith

**A. Welcome**

- a. Everyone introduced themselves and shared a challenge they are facing this year

**B. Media Update**

- a. Send new teacher and principal information to Theresa VanHatten. Teachers are not able to access WebMAX without an account. Teachers who change assignments need to call Media Services ASAP before they order any media, books, etc. Items will be sent to their former building if they have not updated their location.
- b. Teachers are welcome to visit the Media Library to browse the books, sheet music, DVD, etc. We are open from 8am to 4pm.
- c. Call Media Services to add high school students for their own WebMAX account. There are over 55,000 digital videos, clips, audio, speeches, print, etc. for students.

**C. SLS Update**

- a. Funds not yet released – please contact your legislators to support SLS. **It was announced this week that another portion of our funds is scheduled to be released this month with the last portion to be released in December. Unfortunately, the portion to be released in December could be subject to further mid-year cuts on top of the already 9.6% cut already applied. I may be asking for further email support from you if I hear this is happening so please be ready to write more testimonials about how SLS helps you. Thank you to all who wrote, called, or emailed in support of releasing our already-approved-funds!**
- b. My Learning Plan vs. Registration for SLS Events – if your district uses My Learning Plan, or a similar software system for tracking your professional development attendance, remember that registering for an event through that DOES NOT mean you are registered for the event with us. You still must register with Mary McCormick to be registered for the event put on by SLS.
- c. Newsbank – increase in fee of \$4000 that can no longer be absorbed by CLRC and SLS. We will be sending out usage statistics this year so you can see how much of an impact it would have on your schools if we had to discontinue this subscription. We will be discussing this further at C<sup>3</sup> meetings throughout the year.
- d. CCD records must be sent to Anne Nassar & packing slips must be sent to Mary McCormick
- e. WebPages – checklist will be emailed in Oct. Use it to evaluate your library webpage. Bring it to next C<sup>3</sup> meeting for a discussion on library webpage design.
- f. SLS newsletter will be coming out again this year as an email attachment. First one will arrive when Mary is back from vacation.
- g. The virtual training system (CMA) that we demoed at the end of last year will be up-and-running the first week of October. I will be contacting 30 libraries to begin the trial program. If you accept a camera you are agreeing to take part in professional development over the CMA network during this one year trial and give feedback for improvement/development of the program.
- h. Virtual Reference Library – Ken Ford is taking the information about the VRL to the Oneida Admin Cabinet meeting for approval next week. He will take it to the Herkimer BOCES meeting soon after that. Once it is approved, a committee will be formed to begin selecting the eReference books that will be in the service for the first year. I will be emailing for volunteers to be on this committee.
- i. Procedure for problems in CIDER (O/H SLS → M/O SLS → Mediaflex/OPALS)

- j. Submitting data – we are experiencing a slowdown as we move to the new software; thank you for your patience
  - i. Vendor disks or even better digital files that are sent as email attachments (be sure they include barcodes) are the very best way to go
  - ii. After that shelf list cards w/ barcodes, printed lists with all pertinent info & barcodes
  - iii. Next...photocopy of title page/verso w/barcode and call number
  - iv. Last resort...books w/ barcode and call number

#### **D. CIDER Update**

- a. CIDER is our Regional Union Catalog. OPALS is the software that runs CIDER. Mediaflex is the company that provides the tech support for OPALS.
- b. New Look - Green Apple CIDER logo – get rid of all red apple materials
- c. CIDER – aids and librarians will have access to the library account. To begin with everyone on library staff should be trained so that anyone can cover if someone is out. Once everyone is trained, you can go back to your system of one person being in charge of ILL
- d. Use Manual Request for Expanded Interlibrary Loan. Check ONLY O/H School Library System.
- e. You use CIDER for the ILL request but you need to remember to use your local OPAC to check the book in and out of your collection. Use the district barcodes for ILL that LAS has provided for this purpose. When you receive a book that you requested, it is easy to track it by making a temporary record for it using its own barcode. LAS can show you how to do this if you are not familiar with the process.
- f. Trainings will be offered at as many times and in as many venues as possible until everyone is trained. For the system to work well, everyone needs to know how to use it properly otherwise frustration levels will rise and communication will break down again. Please let SLS know if you are trained by a colleague so that your name is checked off the list.
- g. We will move schools interested in using OPALS as their software for their local OPAC slowly. We want to make sure that CIDER works well at first. Year one will be for a few pilot schools. Then after that, as schools come up to renewal time for their local software maintenance agreements, they can request a meeting to see if the time is right for them to switch to OPALS for their local software if that is what they want to do. There is a 2-5 year plan for this process if we wish to move our SLS to an integrated, real-time catalog.

#### **E. What's New with Webmax?**

- a. Teen Kids News is available by clicking on the icon on WebMAX. We provide 32 new programs each school year.
- b. We have added French and Italian language stations to our Time Warner Cable. We added Chinese language station last year.
- c. Soundzabound has a new look. Check out the icon on WebMAX to see the new improved accessibility and new Volume.
- d. Live Television is available to Oriskany, Sauquoit, New York Mills, Clinton, Holland Patent and Remsen. More school districts are being added this year.
- e. Learn 360 has increased to double the numbers of digital media, audio, print and photos.
- f. WCNY : Colonial Williamsburg electronic field trips series for grades 4-8 will be broadcasted at 10 am during the 2009-2010 season. We will stream the programming. Check with Kim Casselman for the upcoming dates. We have more brochures available or check out WCNY.com. Also Double Down will be broadcast on WCNY starting Sundays Nov. 1, 2009-February 14, 2010 at 6:00pm and 6:30 pm. Clinton High School is a new participant in this year's game show.

- F. **LAS Demonstration** – to make switching to OPALS as your local OPAC software easier when the time arises, Pat Lekki showed how to deal with missing and lost books. When moving data from one system to another, these items will have to be individually transferred so the fewer that are in your records the better. If you need clarification on this process, contact Pat Lekki at Library Automation.

- G. **21<sup>st</sup> Century Libraries** – members broke into three groups to discuss what a 21<sup>st</sup> Century School Library would look like and what role or place they saw in that library for digital book readers (like Kindle).
- a. Group 1:
    - i. eBooks (K-12 World Book already seems successful) ->Restrictions on printing, etc?
    - ii. How will they research? Will it change drastically? (Printing, highlighting?)
    - iii. Re-posting of information for online classes (\*Teachers allow and SUPPORT illegal practices)
    - iv. Less books in the future?
      1. Elementary? NO! They will always have an interest in picture books and non-fictions
      2. High school? If they're not interested in reading in the first place, odds are that they won't stick with Kindle, PLAYAWAYS HELP, THOUGH!
  - b. Group 2:
    - i. We're there – as funding/administrators allow us we will keep up
    - ii. Real books vs. Kindles (digital readers)
      1. cost prohibitive
      2. school budget, not library
      3. book lovers love books – font, feel, portability, NO BATTERIES
  - c. Group 3:
    - i. SLMS – information facilitators, help students evaluate information, serve/suggest/troubleshoot/consultant, parent trainer
    - ii. Technology – downloadable books, handhelds (phones/mini-laptops/, Smartboards, Kindles (digital readers), social networking (email, texting, etc.)
    - iii. Materials Collections – still collection of books, primary source documents, websites, student contributors to web content (reviews, video, etc.)