

Acquisitions Technical Group Meeting

Wednesday, June 9, 2021

Meeting held virtually via Zoom

9:30 am

Meeting Attendees: see last page

Call to Order: Penny Ramirez called the meeting to order at 9:30 am

Introductions: No one new to the group were in attendance.

Additions to agenda: Victoria had an addition to the agenda. She brought up cancellation notices for patrons with holds. She asked, how are other libraries notifying their patrons of cancellations? This was added under Business on the agenda.

There were no other additions to the agenda.

Approval of Minutes: There were no additions or corrections to the minutes from the March 2021 meeting. Minutes of the March 10, 2021 were approved.

Elections: Elections of the 2021/2022 Acquisitions Officers. P. Ramirez asked if there were any nominations for the position of vice chair/chair-elect. It was asked if we could proceed without electing a person in this position due to the fact that no one was volunteering and Rachel confirmed that it could be done. Sandy Homuth from Huntley volunteered as vice chair/chair-elect.

P. Ramirez announced the 2021/2022 slate: Sandy Homuth from Huntley is our Vice Chair/Chair-Elect, Kelly Brungraber from Indian Trails as Secretary, and Victoria Pichla Luz from Niles-Maine will be Chair.

Karin motioned to approved and Brenda seconded.

CCS Staff Reports:

Rachel Fischer spoke about the FY Rollover Review. She defined what the Fiscal Year Rollover is and what is to be expected as far as how the encumbrances are rolled over or closed. She went over the three options to choose from: 1. Run Fiscal Year Rollover Utility – Rollover Free Balance; 2. Run Fiscal Year Rollover Utility – Zero out Free Balance; 3. Replicate Fiscal Year Hierarchy. Rachel detailed what each entails and how they differ from one another. She explained the tasks needed to prepare for the rollover; one slide showed SQL Queries that can be helpful to run.

Rachel then went over the update on the 945 field. The 945 requirement is no longer required. The Catalog Wiki has been updated.

The upcoming Vega update was talked about. CCS is working with Innovative setting up a test. All CCS libraries can test Vega and share feedback. There will be a staggered rollout in spring of 2022.

Karin asked if Vega replaces the current Power PAC: Yes, if it chosen.

Rachel then went on to a preview of next year which includes a goal of diversity audits. There will be a webinar series offered from CCS. Rachel applied for the RAILS Equity, Diversity and Inclusion Training Grant. CCS will be working on creating a diversity audit dashboard using subject headings in bib records; a free alternative to what vendors may offer.

The Polaris 6.7 update was somewhat delayed due to a patch to fix a bug. At the time of the meeting, the fix had just been completed so that the update would be happening soon. The Polaris 7.0 update is forthcoming.

Rachel went on to demonstrate bibliographic bulk change – the scenario that Rachel was using: *A library needs to order items from Amazon, so they will not be receiving any Marc records with a 970 field. When they create item records automatically using the collection and material type combination, there are too many item templates to match to the correct template without the 970 subfield h.*

What can be done to create item records with the correct item template? Rachel's suggestion is to add the 970 with subfield h to the bib records using a bib record bulk change. She then outlined how to go about doing this. She then did a brief demonstration and later sent out an email with a link. The link to the instructions can be found here:

https://ccsliborg.sharepoint.com/:b:/s/CCSTraining/EZ_PEQjdfM1PkUGVEWNpWeAB4WNo-5ZtoVWwaa32Gn1--w?e=8rYnYa

Karin asked if you have to go to each POLI and add the price. This was correct or you can add to the POLIs at a later date.

Business:

The first item of business was next year's meeting dates. The dates have been moved to the 3rd Wednesday of the month. It was asked if we wanted to switch to two meetings a year due to the lack of topics each month to discuss. Penny said two meetings a year made sense. When we were first transitioning to Polaris it was important to meet quarterly, however, this is no longer necessary. Rachel asked which two months should Acquisitions meet; Brenda suggested September and March. Penny seconded. There were no objections. The next meeting will be the 3rd Wednesday in September and then after that, it will be in March of 2022.

Victoria asked when libraries have cancellations on the vendor's end and patrons have holds, how do the libraries go about notifying patrons. Penny said their circulation staff does the calling and Brenda said something similar happens at Ela. Lay with Palatine also said Circulation

notifies patrons. Victoria asked if Youth Services or Adult Services notifies patrons or just Circulation staff. At Cary, the Public Service staff notifies the patrons. Victoria asked if anyone had any further input to please email her directly.

Announcements: Gretchen from Park Ridge announced her retirement in July. Congrats to Gretchen!

One question came up: whether or not Acquisitions will be virtual in 2022. It seems we will be virtual through the end of 2021. Rachel said this will be discussed in the fall.

Adjournment: Penny motioned to adjourn. Victoria seconded.

ATTENDANCE:

Library	Attendees
Cary	Brad Peterson
CCS	Rachel Fischer
Crystal Lake	Penny Ramirez
Ela	Brenda Gornick
Evanston	Bill Ohms
Fox River Valley	Karin Nelson
Glenview	Deborah Kieres
Highland Park	Sue Therrien, Beth Phillips
Huntley	Sandy Homuth
Indian Trails	Mary Godley, Kelly Brungraber, Matt Teske
Lake Forest	Lynn Krambeer
Lincolnwood	Shao-Chen Lin
Niles-Maine	Victoria Pichla Luz, Amelia Karns, Magda Wuehr, Jamie King
Northbrook	Barb Mayer
Palatine	Lay
Park Ridge	Lauren Bochat
Round Lake	Tana Visser
Winnetka-Northfield	Stephanie Girardi