SAILS Network News

Library Network

Executive Director's Report

As is the case for many of you, summer is a very busy time for SAILS. Every department has been concentrating on getting new products and services ready for the use by our members. Our school members come back in early September and we want everything in place for their arrival.

Libraries have ordered 46 computers since June 1 and Jorj has been setting up and delivering them as quickly as possible. As has been the case in the past, when libraries replace old computers with new computers he often has to take the old computers and reconfigure them for public use. He has also been busy adding memory to computers as we are finding that less than 1 GB of memory is not enough to run Workflows.

Bob continues to visit libraries to do Directors Station Training. He has also been responsible for developing Web Client Documentation based on testing being conducted by SAILS staff members. As always, he is kept busy responding to weeding report requests.

Laurie coordinated our efforts to move the Packetshaper from our University of Massachusetts Internet line to our Comcast line. Based on our evaluation of traffic on the UMass line, I expect we will be able to disconnect one of our 3 T1 lines, a savings of $10,000. She has also been the primary contact for SirsiDynix staff as we install the Web Client.

Kristin has been revising the Cataloging Manual for our school members. She also loaded and indexed the Accelerated Reader enhanced content from Marcive. She also attended the IFLA special meeting at the Boston Public Library and had an opportunity to see the Northeast Regional Scanning Center in the Boston Public Library

With the use of the Director's Station, we were able to complete the ARIS reports for all our public library members in 3 days. In the past this was a project that would take 2 weeks and severely impact response time on the production server. We now are looking forward to establishing a Director's Station Users Group that will meet following Board/Membership meetings.

As we enter the fall, we will welcome 2 new school members to the network (the Aitken and Martin Elementary Schools of Seekonk), move iBistro to the

Spine Labels!

The Java client has the ability to print spine labels using laser and ink jet labels. We currently have two templates setup and they are for Gaylord 224L and 241L. When polling libraries, we found those to be the most common label. The Java client uses a report to produce the labels.

If you are interested in trying this please contact Kristin (kslater@sailsinc.org) and ask her to setup the report template for you.

President's Report

(Continued from page 1)

latest version, and take the preliminary steps to select a new User Experience product. The Technology Plan Committee will be reviewing the staff competencies survey and library equipment inventories as we prepare our first draft the FY10-12 Technology Plan. If you haven't already submitted a response to our Staff Skills Assessment please do so today. The link to the survey is: http://www.surveymonkey.com/s.aspx?sm=tJ2oGtGIoHQ9eSe321nzyw_3d_3d. Your responses will help us ensure that the Technology Plan meets the needs of all of our members. The Budget Committee will be meeting to develop a budget that reflects the financial pressures being felt by all of our members. The Legislative Committee will be working to develop a more aggressive lobbying and educational campaign. Governor Patrick's decision to reduce Line item 9506 (Resource Sharing) demonstrated that our state officials are not aware of the important role that is played by resource sharing networks. This was the only one line item reduced in the Board of Library Commissioners budget so it is obvious we need to do a better job of presenting our needs to state decision makers.
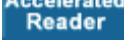
Accelerated Reader – iBistro

Search iBistro for items in the SAILS libraries that are on the Accelerated Reader list. Included information (descriptions provided by Renaissance Learning):

Interest Level (IL) - Interest Level is based on content – a book's themes and ideas – and indicates for which age group a book is appropriate. We group content appropriateness into three categories: LG = Lower Grades (K-3); MG = Middle Grades (4-8); and UG = Upper Grades (9-12).

Book Level (BL) - Levels are reported using the ATOS readability formula and represent the difficulty of the text. For example, a book level of 4.5 means the text could likely be read independently by a student whose reading skills are at the level of a typical fourth grader during the fifth month of school. (Of course the content may or may not be appropriate for a fourth grader which is why we also use Interest Levels.).

Point Scale - The 2000-point scale is a conversion of the ATOS scale to something similar, but not identical, to the Lexile Scale. It's another scale for showing the difficulty of a book.

To Search by Reading Level:

1. Log into iBistro and click on the link [Accelerated Reader]

2. You can enter as much or as little information in the search fields as you wish. If you're searching by keyword (search term) and a reading level, make the search term broad because it's hard to determine what the reading level is unless you have something specific.

Search results will show the AR information on the hit list as follows:

Sabertooth cat
 Riehecky, Janet, 1953-
 32 p. : col. ill. ; 24 cm.
 Accelerated Reader AR MG 3.3 0.5 116090.

To Search by Interest:
This search is not limited to Accelerated Reader titles.

1. In iBistro, click the [Accelerated Reader] button
2. Click on the "Switch to Interest Level search" link.
3. In the drop-down box select either: reading grade, interest age, or interest grade.
4. Enter either a grade or age. If you want to include a keyword, put in a search term

WebJunction—Easy tool for managing your technology

From The TechAtlas Team

We're excited to announce a few changes to TechAtlas for Libraries that are coming this month. Now when you log in to TechAtlas for Libraries, you'll find a new look to the site. We have also introduced a more streamlined technology planning process and a few new features as well.

What you will find:

- A visual change including new colors and logos.

- The new "Planning" tab now holds all of the features that your library might need to develop a technology plan. Much of the functionality that you are already familiar with is there, but you will also find improvements in every section that make the process easier to follow.

- Under the Plan Years section, users can specify the start and end dates for the technology plan instead of just the years that it covers.

- The Policies section will allow libraries to upload copies of the policies that relate to technology so that they can be easily accessed.

- Goals, Objectives and Activities are now displayed together so that you can clearly see all of the steps that your library plans to take toward implementing and enhancing technology. Adding and editing items is also much easier.

- Objectives can be removed using a bulk delete feature.

E-rate Applicant Tips will be found on most of the planning pages within TechAtlas. We know that many libraries create technology plans as part of their participation in the E-rate program and these tips will be reminders of the content that E-rate applicants need to be careful about including in their technology plan.

In late September, we'll also make a few more enhancements, so be sure to check back again. If you want to learn more about technology planning in TechAtlas, please join us for a free webinar on September 23 where we'll cover the highlights. You can read more and register for the session here: http:// webjunction.org/techatlas-webinars To learn more about technology planning, you can also use the free resources that are available on WebJunction.

Many of the improvements that we make to TechAtlas are at the request of our users, so if you have suggestions that could help libraries with technology planning, please send those to us at techatlas@webjunction.org. Thanks and we hope that you'll explore the new functionality soon! ҉

September is Overdrive Training Month!

SAILS will present our Introduction to Overdrive workshop in combination with Overdrive produced Webinars are some interesting topics. These Webinars will be shown at SAILS with time after for Q&A. We will also give away some fun prizes as well as enter you in the give-a-ways from Overdrive! Register for these at: http://sailsinc.org/ce. Come for one, come for all!

> *Intro to Overdrive*
> *09/24/2008 and 09/29/2008*
> *1 pm to 3 pm, SAILS*
> *Digital Library 101: Browse, Check Out, and Download! - Webinar*
> *9/24/2008*
> *11 am to noon, SAILS*
> *Community Outreach: Introduce New Patrons to Download Media—Webinar*
> *09/24/2008*
> *3 pm to 4, SAILS*
> *Patron Support—Webinar*
> *09/29/2008*
> *3 pm to 4 pm, SAILS*

News from MLA

As some of you may know, there will be a question on the November statewide ballot to **abolish the income tax in Massachusetts** . This will be Question 1 on the ballot.

The Massachusetts Library Association is taking the position that this initiative, if passed and put into law would devastate public, school, and public academic libraries. MLA is soundly against this referendum, and urges its membership not only to **Vote No** on Question 1, but also to take steps to educate others about the impact that this initiative would have on library service in their communities and statewide. MLA will be advocating against this referendum, and also urges its members to take a personal interest in this cause and do the same.

To that end, MLA has joined "The Coalition for Our Communities", a wide-ranging network of organizations that has joined together to fight Question 1.   The Coalition's Website is at http://votenoquestion1.com.

On this site you will be able to:

- Sign a pledge to Vote No
- Get Fact Sheets to distribute to Trustees, Friends & others
- Get contact information for the Coalition and see a list of coalition partners
- Find out about local meetings and activities
- Get a list of ideas for getting the word out about this referendum

We are aware that many of our members are public employees and have concerns about the role that they can play in this type of effort. Here is a link to a Massachusetts Ethics Commission Advisory that will be helpful: http://www.mass.gov/ethics/adv8401.htm. Please remember, however that you can always provide informational materials and educate people on referendum questions.

MLA Legislative Committee Co-Chairs:
Krista McLeod & Jackie Rafferty

MBLC Budget Hearings— Community Survey

SAILS posted a survey to gather testimonials from community members who use the SAILS services. The results of the survey will become part of the public record and shared with other public officials.

As Debby stated in her report, Governor Patrick's decision to reduce Line item 9506 (Resource Sharing) demonstrated that our state officials are not aware of the important role that is played by resource sharing networks. This was the only one line item reduced in the Board of Library Commissioners budget so it is obvious we need to do a better job of presenting our needs to state decision makers. This is our first attempt.

Some select responses:

- Can you tell me one other service that benefits more of any city or town's residents than the library? To me the town library is the heart of the town. If the city is using it's brain it will do what it can to keep that heart pumping to it's capacity. I hope I never live in a world that doesn't appreciate what libraries do for its patrons from the little ones at story time to the old on limited incomes.

- [My mother] is now legally blind but still enjoys "reading" audio books. Through the SAILS Network services I am able to find abundant books for her enjoyment. Thank you for this great service

- Once, we were even asked by another patron to leave because, he said, my son "was disturbing everyone." With SAILS, I no longer had that problem. I did all my researching, reserving, and renewing online. I only had to stop by in person quickly to pick up or drop off my treasures. Now my son is older, but with working fulltime and having other children also to care for, I find (like most parents) that there are not enough hours in the day. If it were not for SAILS, library usage in our household would probably decrease considerably.

SirsiDynix Releases Symphony 3.3 Progress Notes

SirsiDynix has released a document outlining new features that will be available in Symphony 3.3. The release date for this version is tentatively set for mid 2009. Listed below are just a few of the new features.

New Statistical Fields Added at Title, Call Number, and Item Levels
An enhancement is planned to add new fields at the title, call number, and item levels that will capture item level circulation by a defined timeframe (for example, by month) and at the title level will provide a cumulative total of circulations for all items on a call number and/or all call numbers on a title. Utilities will also be added to clear out the time-based fields and update statistical reports to take advantage of these new fields. This will enable SAILS to run reports of titles that have circulated a certain number of times within a given time period – something we can not do now.

Transit Information Added to Circ Info Tab
In the Item Search and Display wizard, the Circ Info tab that displays on the Call Number/Item tab now displays transit information about the item. Under the heading "Transit," the following transit information displays.

• To — The library to which the item was sent
• From — The library from which the item was sent
• Reason — The reason for the transit
• Date Sent — The date the item was placed in transit
Also, the summary circulation information on this tab, such as total bills, comments, and orders, now displays under the heading "Counters."

Allow Immediate Label Printing on Call Number/Item Add Tab
A new behavior property for Cataloging wizards, Print Labels for New Items, has b[...] following wizards.

• Call Number and Item Maintenance
• Add Items
• Add Title
• Duplicate Title
When enabled, this new property allows immediate printing of a label when a new
 item is added.
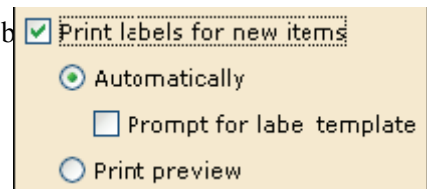
Alert on Penultimate Renewal
An enhancement is planned to the WorkFlows Java client and selected public interfaces so that library staff or the patron are alerted on the next to last allowed renewal of a charged item. This feature will help end users know when they need to plan to return materials. In addition, an enhancement is planned to show the remaining number of allowed renewals in selected public interfaces and the WorkFlows Java client.

New Fields Added to the User Record
Several new fields have been added to the user record to better track the number of claims returned (current), total number of checkouts (year-to-date), total number of holds, and total number of holds (year-to-date).

**Sip2 Patron Authentication Transactions Update User's Last Activity Date**
An enhancement is planned so that when a user is authenticated via a SIP2 application, the last activity date for the user is updated in the user record. This enhancement reflects types of library usage outside of traditional circulation activity, which can be useful for libraries that remove apparently inactive user records based on last activity date.

Director's Station Tip—
Find how library events effect your circulation

Let's say that your library is hosting an event and you want to know how many items patrons are checking out on that day. How can you use Director's Station to find out?

Simply use the Event report template stored in Menu Bar > Collection Analysis > SAILS Templates.

From the FY July June dimension, click the underlined values or check the check box to select the year , the month, and the date of the event. You can select surrounding weekly dates to get a comparison for that day. You can also specify the age group by selecting an Item Cat 2 from the dimension pool.
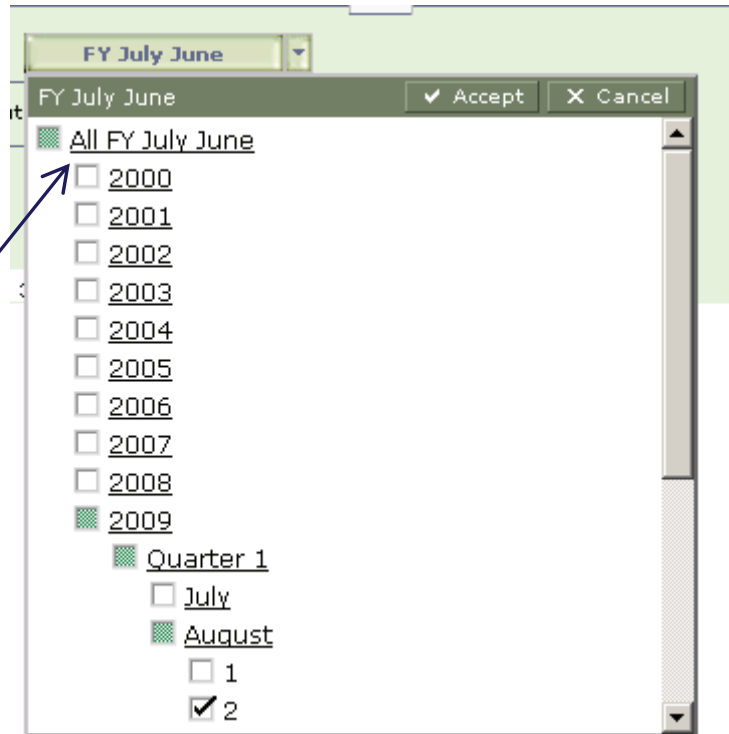
Blanket Holds

After a bit of testing, we believe that the blanket holds functionality in Workflows now works! We're sure those of you who were used to using this feature will be quite pleased.

A blanket hold is a single hold placed on multiple titles or items, and requires a specified number of items be available before the hold is considered filled. It's main advantage is that it saves the librarian steps as opposed to placing copy specific holds.

You can distribute available copies immediately to patrons instead of waiting until all of the requested copies are available to fill the blanket hold. If one item comes in, since you do not need to wait for the other copies to arrive before checking out, it is not as likely to expire on the holds shelf.

Properties do need to be checked. They should default to copy (level) / group (range). If you place a title level hold, the hold will not look for more copies after the first one comes in, even if you say you need 5 copies. Think of this more as an umbrella (or blanket) to organize a number of holds together.

We have the complete tip posted on the SAILS site at: http://sailsinc.org/tips/TipBlanketHolds.pdf

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Upcoming Meetings

Detailed descriptions and registration information, are available on the SAILS website

Board Meeting, followed by Director's Station Roundtable
09/17/2008
10 am to noon, SAILS

Technology Planning Committee Meeting
09/17/2008
11:30 am to 2 pm, SAILS

Cataloging Roundtable
09/23/2008
10 am to noon, Holmes Public Library, Halifax

Overdrive Training Month—see details on p. 3

Adding records using the Java Workflows Client
09/30/2008
9 am to noon, SAILS

Cataloging Roundtable
10/02/2008
10 am to noon, Somerset Public Library

Circulation Roundtable
10/08/2008
10 am to noon, Blanding Library, Rehoboth

Non-print materials discussion : Audiobooks including Playaways
10/23/2008
10 am to noon, SAILS

SAILS Network Statistics

	July '08	June '08	May '08	April '08	March '08	Total FY09
Total Intranetwork Loans	64,586	58,540	61,233	59,301	63,346	64,586
Total Items Circulated	445,829	359,404	361,374	365,037	383,990	445,829
OverDrive Circulation	849	924	874	837	880	849
VirtCat Items Borrowed	1,001	649	1,135	1,020	1,187	1,001
VirtCat Items Loaned	673	436	578	612	607	673
Cataloging Requests	4,276	4,795	4,571	4,449	4,023	4,276
WebDewey Sessions	86	93	118	105	134	86
MARC Records Added	4,008	4,352	39,194	4,001	4,980	4,008
Patrons Added	3,783	3,563	2,707	3,003	2,973	3,783
Holds	51,382	49,557	47,349	47,493	50,901	51,382
Total MARC	1,046,027	1,042,339	1,039,784	1,001,459	999,980	
Total Holdings	3,579,445	3,567,611	3,555,105	3,509,703	3,502,540	
Total Patron	430,604	427,797	417,174	415,610	418,728	
Total Uptime	94.75	99.84	99.99	99.99	99.84	
TumbleBooks	1,708	1,624	2,349	1,692	1,709	1,708