

SALSA meeting January 19, 2021 3 pm

Meeting convened at 3 pm

Present:

Kathleen Dull, New Mexico Museum of History, Chavez Library
Heather McClure, New Mexico Museum of History, Chavez Library
Sophie Friedman, New Mexico Museum of Art Library
Cassandra Osterloh, New Mexico Hispanic Cultural Center
Susan Sheldon, Office of the State Engineer Library
Brian Graney, Museum of International Folk Art Library
Laura Calderone, New Mexico State Library
Brent Watson, New Mexico State Library
Bradley Carrington, New Mexico State Library
Joseph Angelo, New Mexico State Library
Margaret Van Dyk, New Mexico State Library

Agenda

0. Approval of minutes from last meeting
1. Comments from the public
2. RFP presentation and discussion
3. Polaris upgrades presentation and discussion
4. News from member libraries
5. Old business
6. New business

- Motion to approve minutes from last meeting by Susan Sheldon, seconded by Cassandra Osterloh.
- Motion to approve agenda for today's meeting by Cassandra Osterloh, seconded by Heather McClure.
- Introductions were made.
- No comments from the public.

RFP

Brad presented a draft of the RFP

There will be a pre-proposal conference on February 4, 2021 where Brad and Stephanie Romero will present the details of the proposal to interested ILS companies.

Included in the proposal are the following institutions:

- A) SALSA= NMS, NMMH, NHCC, NMMA, OSE, MOIFA (new), SFUAD collections
- B) Rural services=Bookmobiles and Books by mail
- C) ILS implementation for any other interested New Mexico public libraries

Discussion ensued regarding the addition of NMMH photo archives in the proposal. The consensus was to keep the archives as a separate 'branch' library.

Coalition for Literacy is defunct. Records can be migrated and suppressed.

Brad showed us the detailed scope of work

DCA will run two databases on the new ILS

Public libraries (rural services)
Salsa ('academic' libraries)

Brad reviewed the terms of the contract, including the evaluation point summary (a checklist), i.e. Desirable specs, migration details, sequence of events. These aspects of the proposal will be evaluated by a committee that will begin working in March.

Committee members might be:

- Susan Sheldon, representing SALSA, with expertise in cataloging, SIRSI, migration and institutional history. (UPDATE: Contractors cannot serve on the Evaluation Committee, so Cassandra will serve in this place)
- Joseph Angelo- representing the New Mexico State Library's Technical Services Bureau, with expertise in SALSA, Millennium and KOHA.
- Margaret Van Dyk- representing SFUAD collections, with expertise in WMS, Polaris, and SALSA
- Laura Calderone, representing New Mexico State Library's Public Services Bureau, with expertise in Polaris, reference, and access services
- Eli Guinnee, representing New Mexico's rural library services, with expertise in RFPs, library systems, migration, and funding
- Stephanie Romero, is the RFP manager

All questions should be referred to the committee.

The committee shall appoint a chair.

Heather McClure asked, "How do the companies know about our RFP?"

Brad, "State purchasing department contact list via commodity code, plus Marshall Breeding's website".

Sophie Friedman, "Can you send us the timeline?"

Brad showed the group how to find the RFP on the state's General Services website. The sequence of events is available in the document on page 11.

Kathleen Dull, "How long does the process take?"

Brad, "Approximately seven months."

Financing

money reserved in the state budget and leftover funds from federal budget, bookmobile, travel that has not been used because of the pandemic.

We will be paying for two systems (old and new) for a short time

Susan Sheldon asked if the proposal includes a discovery layer. Brad said we are not currently paying for this and it was not included in the proposal.

4. Polaris upgrade to 6.7 will take place on April 1, 2021. (The upgrade requires Windows 10)

7.0 will become available in the summer of 2021

7.1 will become available at the end of 2021

Consensus to proceed with the 6.7 upgrade.

5. News

New Mexico Museum of History, Chavez Library. Kathleen Dull reporting – reference services continue. Kathleen is working on an audio capture project and has procured grant funding. Looking into Rocky Mountain online archives as a platform.

Sophie Friedman thinks that it would be good to have archives live somewhere else.

Brian Graney wants to join next incarnation of Collective Access. DCA server is not capable of hosting this.

New Mexico Museum of Art Library. Sophie Friedman reporting – Sophie started working at NMMA 3 months before the closure in March. The majority of her work has been towards website management and a website transfer project. Social media has blossomed. Her librarian/archivist duties are on the back burner. She has been able to continue offering reference services on a limited basis. She has only had access to the building three times since the Museum closed in mid-March.

National Hispanic Cultural Center. Cassandra Osterloh reporting – Cassandra is offering lot of programming (history and literature), i.e. virtual children's bi-lingual festival, a New Year's Eve event. NHCC continues to have staffing issues. New director wants a new website and is seeking grant funding. Wants to hire someone for this redesign. Cassandra is doing bi-lingual story times. She was going into the building 2 times a week before a further shutdown that limits her access. The NHCC now has an educator funded through Cares money.

A leak was discovered in the empty library a couple months ago (from rain). Not too much damage was incurred. However, Cassandra discovered that the building was not being properly maintained. She is currently advocating for a more systematic cleaning. She continues to offer reference services. Genealogy reference service is the most challenging without access to the library materials.

Museum of International Folk Art. Brian Graney reporting – New cataloger in October Brian is working on a project that has been in the works since summer of 2018. Alexander Girard's travel slides from 30 countries. An author of a Girard book got his publisher to agree to fund the digitization of the slides. Brian spent 4 ½ days in the library putting together a spreadsheet. He has not been able to be in the building for many months.

New Mexico Coalition for Literacy. Susan Sheldon reporting – No longer funded by the state. Three staff are out of work. The collection remains in storage.

New Mexico State Office of the Engineer. Susan Sheldon reporting – Susan just started to go back into the library last week. Project for 2021- Susan will apply for an historic preservation grant to digitize one of a kind materials in her library. She was considering contracting with Rocky Mountain Online Archives. Brad suggested that the state library's Montage platform might be able to host the materials. Susan should contact Katherine Montoya. Heather McClure suggested Susan might find a host with the Hydro graphics Survey Bureau.

New Mexico State Library. Brad Carrington reporting – New technician, Joe Valdez was on boarded and is being trained virtually. Brad hasn't been in the building since April 6th. He described the challenges of training a library technician via computer and cell phone. Brad is now LC certified to merge duplicate records and has been doing so in OCLC. We are also recently BIBCO and PCC certified to create LCC-PCC master bibliographic records for monographs and serials. We also are submitting New Mexico SACO proposals to the Library of Congress. Two have been accepted. We are participants in the Wikidata PCC Pilot program. As such, we are contributing Wikidata for New Mexico State Agencies, New Mexico poetry and short stories and artists with artworks in New Mexico museums.

5. Old business – none

6. New business – none

Brad moved to adjourn. Kathleen Dull seconded.

Meeting adjourned at 4:52 pm.