

## MINUTES

**CODI (Customers of DYNIX)  
Executive Board Meeting  
Monday, June 26, 1989**

The regular CODI Executive Board meeting, held at the Loews Anatole Hotel, Dallas TX, was called to order at 7:30 a.m. by Mike Smith, President. Those present were: Mike Smith, President; Leroy Gattin, Vice-President; Sharon Winters, Secretary; Members-at-large: Nancy Szofran, Mary Minto, Kate Olsen; DYNIX representatives: Gretchen Freeman, Paul Sybrowsky, Keith Wilson, and Lane Ward; new board members: Nancy Knipe and Pauline Iacono.

The revised minutes of the April 18 board meeting were approved.

### Treasurer's Report

Mike Smith (Washington County Co-op) presented the Treasurer's Report for July 1988 through June 1989 on behalf of Marion Otteraaen.

Balance brought forward, June 1988	\$3,998.15
Income from Membership Dues	4,112.50
Income from User Packets	551.04
Misc. postage	<u>11.50</u>
<b>Total Revenue</b>	<b>\$8,673.19</b>
<b>Expenses</b>	<b><u>-4,754.61</u></b>
<b>Balance</b>	<b><u>\$3,918.58</u></b>

179 total paid libraries/systems, June 1989  
73 total paid libraries/systems, June 1990  
CODI's EIN is 91-1432347 for payment purposes

### Bulletin Board

Parris Cobb and Jerry Brock (Nicholson Memorial Library, Garland TX) have the computer, software and phone link ready for a CODI bulletin board. The CODI Board will establish procedures and explore the possibility of establishing a toll-free line, funded by CODI membership dues. Paul Sybrowsky (DYNIX) noted that 800 line costs are determined by volume and calling zones. Adding Alaska and Hawaii access doubles the cost.

### DYNIX Comments and Suggestions

- 1) suggested longer terms of office for CODI board members for continuity; planning committee with members moving into board slots; president should stay on the board for a year after leaving office (these proposals would require a change in the by-laws)
- 2) need to assess the mission of CODI; what should the officers be doing (specific responsibilities); need to do more programming
- 3) suggested holding annual membership meetings outside of ALA summer meetings; 1-3 day sessions with programs, workshops and business meeting; ALA summer meetings present conflict with ALA programs, meetings before ALA conflict with preconferences, after ALA there's "burnout"
- 4) though DYNIX remains sensitive to the issue they will begin to more aggressively hire DYNIX staff from DYNIX libraries; possibility of hiring several DYNIX librarians for part-time consulting to new users, this will resolve problem of using library time to assist new users
- 5) announced annual DYNIX award "Excellence in Information" for an outstanding library effort to keep patrons educated and informed
- 6) need for contact and exchange with international DYNIX users groups; Chris Erickson is DYNIX liaison with these groups
- 7) discussion of development of international standards for common command language, patron record, ILL, etc.; DYNIX is member of NISO (National Information Standards Organization) and AVEAK (vendors group)

## EXECUTIVE BOARD MINUTES, Continued

### Report on Enhancements

Pauline Iacono (Ramsey County), Chair of the Enhancements Committee, presented her committee's report (see newsletter). The Board expressed concern over the possible formation of an academic CODI group. Pauline reported that there was little difference in the enhancement balloting between public and academic libraries and several board members said they hoped there would be no fragmentation of the group: one national group will have a greater voice with DYNIX than a number of "factions," economically by banding together we can provide more benefits to users.

90 out of 170 ballots were returned to Pauline's committee. The Board discussed the need and ways to increase participation.

### By-law Change Balloting

109 ballots were received from CODI member libraries, including 25 from co-op and consortium member libraries. Because the voting is on an issue directly related to the voting eligibility of these members, the Board decided not to include the ballots of co-op and consortium members in the tabulation. The final vote is Yes 49 and No 35, so the proposed by-law change fails to reach the 2/3 majority required for passage. The by-law pertaining to membership eligibility permits one membership per licensing agreement. Gretchen Freeman (DYNIX) proposed that an eligibility form for CODI membership be drawn. On the signing of a letter of intent or contract with DYNIX, DYNIX will forward this form to CODI.

Because the Board was in error in extending membership to co-op and consortium member libraries, membership dues will be refunded to these libraries and each consortium will retain one membership. This year's enhancement balloting will include only one ballot from each co-op and consortium.

### Future Annual Membership Meetings

The Board discussed DYNIX' suggestion to hold annual meetings outside the summer ALA conference and decided to hold next year's meeting in Provo in the spring. The decision will require a by-laws change.

Mary Minto (Palo Alto City) was appointed chair of the Program Committee. Kate Olsen and Nancy Szofran offered to assist and the new CODI Vice President will also serve on the committee. Gretchen Freeman (DYNIX) will find a CODI member in the Provo area to assist with local arrangements. The committee will meet by conference call on July 19, 9 a.m. Pacific time.

The Board hopes that DYNIX will be able to offer a System Administrator or RECALL workshop on a Tuesday/Wednesday schedule, to be followed by Thursday/Friday CODI meetings and programs. A registration fee would be charged to cover the cost of meeting room space and joint meals.

The Board briefly discussed raising membership dues next year to cover the expense of a toll-free number for the bulletin board and other member services. Non-voting affiliate membership for co-op and consortium members was discussed, to provide member lists, newsletters, etc. The Board decided that keeping track of two member lists and the additional accounting and paperwork would make it too cumbersome.

The next Board meeting will be held by conference call on Wednesday, August 23 at 10 a.m. CST and will include a report from the Program Committee on the spring meeting in Provo.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,  
Sharon Winters

## MINUTES

### CODI (Customers of DYNIX) General Membership Meeting ALA Annual Conference Tuesday, June 27, 1989

The annual summer meeting of the CODI general membership, held at the Days Hotel, Dallas TX, was called to order at 9 a.m. by Mike Smith, President. The meeting was preceded by an hour-long social session over coffee and donuts and was attended by approximately 100 CODI members and DYNIX prospects.

### Review of the Year's Activities

#### ● Treasurer's Report

CODI balance is \$3,918.58. See Board meeting minutes, 6/26/89, for details.

#### ● Regional User Group study

Kate Olsen reported on her committee's study of regional user groups within the CODI organization. The committee found that though there are several very active regional groups, there is no need to formalize relations between the regional and national group. Contacts for each regional group are listed in the 3rd edition of "Who's Done What."

#### ● New Users Packet

The 2nd edition of the New Users Packet (\$10, available from Mike Smith, Washington County Co-op) is in its second printing.

**GENERAL MEMBERSHIP MINUTES,  
Continued**

● **Bulletin Board**

Parris Cobb and Jerry Brock (Nicholson Memorial Library, Garland TX) have the computer, software and phone link ready for a CODI bulletin board. The CODI Board will establish procedures and explore the possibility of establishing a toll-free line, funded by CODI membership dues.

● **Enhancement Balloting (see committee report)**

Pauline Iacono, Chair of the committee, stressed that CODI members should submit enhancement requests year-round to Gretchen Freeman at DYNIX. The deadline for submissions is March 1, but because of a deluge throughout the month of March this year, Gretchen and the DYNIX staff had a very difficult time getting them all logged and forwarded to the Enhancements Committee to allow adequate time for the balloting process. The next DYNIX Global Update will include a form for submitting requests. Pauline asked that all submissions include a statement of explanation so that the committee can better understand the reasoning behind a request.

● **CODI Newsletter**

Penny Albright (Kershaw County) continued editorship of the newsletter through the end of the year, when she took a year-long leave of absence to work in the Middle East. Leroy Gattin (Hutchinson Public) took on the editorship of two issues and will pass on the responsibility to Sharon Winters (Hampton Public) late this summer. Sharon made an appeal for RECALL statements and procs for the Technical Exchange and articles on topics of interest to CODI members. Instead of each of us "reinventing the wheel" we should be sharing our hard-earned expertise.

● **Proposed By-Laws Change**

The proposed change was defeated by a vote of 49 to 35, which failed to reach the 2/3 majority necessary for a change. Upon signing of a letter of intent or contract, one CODI membership will be extended per licensing agreement.

Cooperative and consortium member libraries previously granted CODI membership will receive membership dues refunds for 1988-89.

● **New Officers 1989-90**

Leroy Gattin (Hutchinson Public)	President
Joann Tousley-Escalante (Austin Community College)	Vice-President/ President Elect

CODI Newsletter

Nancy Knipe (Colorado College)	Secretary
Christine Matteo (Ocean County)	Treasurer
Mike Smith (Washington County Co-op)	Member-at-Large
Pauline Iacono (Ramsey County)	Member-at-Large
Tjalda Belastock (Bentley College)	Member-at-Large

**New Site for Annual Membership Meetings**

To avoid scheduling conflicts and difficulties in making meeting room arrangements at the summer ALA conference, the annual membership meeting will be held in Provo next spring. A planning committee has been appointed and the Board hopes that DYNIX will be able to schedule a Tuesday/Wednesday workshop to precede a Thursday/Friday CODI conference to include workshops, programs, discussion sessions, and a business meeting.

**Corporate Report from DYNIX**

Paul Sybrowsky, DYNIX President, introduced ULTIMATE and DYNIX employees present. He noted DYNIX sales of \$15 million in the U.S. in the past year (including \$12 million in new sales). 42 systems were installed in the U.S. International sales totaled \$8 million.

Paul presented the first annual Excellence in Information award to Mike Smith (Washington County Co-op) for his system's WILINEWS. Annually the award will go to a library publication or marketing effort aimed at keeping patrons, or staff educated and informed. Mike recognized the work of Connie Hartup and Barbara Yasson in accepting the award.

Keith Wilson, DYNIX Vice-President, discussed new hardware options. Tandem equipment will support library systems of more than 250 terminals. IBM RISC (Reduced Instruction Set Computing) Technology will replace the 2-300 line Honeywell equipment supporting 1-50 terminals.

Keith presented a 2-hour demonstration of the Release 120 software. He noted that several highly-ranked enhancement requests are already included in the 120 software. The documentation is still being written and Beta testing will take place in July and August. Ed Riding is in charge of quality assurance for the new release and workshops will be held regionally to prepare DYNIX libraries for its implementation.

The membership meeting was adjourned at 12:30 p.m. Discussion groups on acquisitions and dial-up access met in the afternoon beginning at 1:30 p.m.

Respectfully submitted,  
Sharon Winters

## THE CASE OF THE PURLOINED LOAN

by Gretchen Freeman, DYNIX Customer Support

Every now and then, hopefully less than more often, the cry goes up from a patron at checkout, "I've never even heard of that book much less checked it out!" The patron is insistent, the circulation staff is bewildered, and the computer is blamed. Actually, there can be logical reasons for such a seemingly impossible occurrence. Below are a few possibilities, listed in descending order of probability.

- **Barcode or OCR label was mislinked during labeling to the wrong title record, or a custom label was affixed to the wrong book.**

Solution: Ask the patron to check at home for any title with that barcode number affixed. These mislabeled nuisances will only come to light if a) puzzled patrons report them from overdue notices or b) you systematically use .D (display detail) at Checkin to verify that titles match barcodes. If you suspect mismatches have occurred, use .D to do sampling of returns for a while.

- **Library card has been abused by someone else.**

Solution: Ask if the patron misplaced his/her card or if the patron ever allows relatives or friends to use the card.

- **If you allow checkout by name, without presenting a barcoded card, a similar but incorrect name could have been selected for a previous checkout session.**

Solution: Insist on checkout by barcode or careful verification of name-only checkouts. This error is unrecoverable and, unfortunately, unprovable.

- **Barcode is mistyped when a barcode scan failed. The mistyped barcode happens to be valid, even though it is linked to a different title.**

Solution: Avoid typing barcode entries and use some type of barcode scanner with high reliability.

- **A checkout session was not concluded properly by entering the next patron's barcode or a .Q so subsequent items were scanned on the previous patron's card.**

Solution: Instill good habits in circulation staff from the beginning. End every checkout session before you walk away from the terminal.

- **The patron has one volume of a multi-volume, separately titled set which is**

cataloged in your library by its series title; for example the patron has "The Big Money" from John Dos Passos' U.S.A.: A Trilogy. The patron may not recognize the series title on an overdue notice.

Solution: If time permits, do a quick search for the title in question to see if multiple volumes are represented.

- **A bibliographic record merge occurred improperly and resulted in the items from one title being merged with those of another title.**

Solution: Again, check returns with .D if you suspect this to be a problem.

- **There is the remote chance that the patron has erred. A book, cassette, video, etc. is lurking under a bed or couch and the patron's memory failed.**

Solution: Circulation's favorite litany, "Please recheck at home."

## PRESIDENT'S LINE

My term as Vice-President passed much too quickly. It seems like only yesterday that I was agreeing to be a candidate for CODI President. The time passed so quickly due to the excellent work of others involved with the work of CODI. I would like to give special recognition to Mike Smith, Mary Minto and Pauline Iacono.

Mike Smith was an outstanding president of CODI. He formed some excellent committees to perform the work of the group. His work with the new users manual has provided us with a very helpful and resourceful document. His ability to lead the membership meetings helped us reach decisions on some difficult issues. Thanks, Mike, for a job well done.

Under Mary Minto's able leadership, the Nominating Committee put together an excellent slate of officers for the coming year. Any of you who have worked on a nominating committee know that the work can be difficult and disappointing. CODI will be well-served by the new officers for the coming year.

Pauline Iacono and her committee which developed the ballot for the enhancements did an outstanding job. The committee simplified the ballot yet provided us with the necessary information to make decisions on the various proposals. A complete listing of the enhancement balloting results is included as an insert to this newsletter. I have asked Pauline and her committee to serve again for the coming year.

We had an outstanding membership meeting at ALA. The minutes are printed in another section of this newsletter. The afternoon sessions on acquisitions and

## PREISDENT'S LINE, Continued

dial-up access were well presented and attended. The Board hopes that we can improve and expand the activities at the membership meetings.

Holding the general membership meeting in conjunction with ALA has become more difficult. Due to conflicts with other meetings and the difficulty with meeting room arrangements, the Board has suggested that we look for an alternate site for the meeting. It has been proposed that we hold a membership meeting/conference in Provo, Utah, in late March or early April. A survey is enclosed (on colored paper) seeking input of the membership on this issue. Please complete the survey and return it at your earliest convenience.

The CODI board will seek, during the coming year, to expand the services of CODI to the membership. If you have any recommendations for the direction you wish CODI to go, please contact me at the Hutchinson Public Library, 901 N. Main, Hutchinson, KS 67501.

Leroy M. Gattin  
President

## IDEA CORNER

**T**he Portsmouth Public Library has a unique idea for using reminder notices.

For the last 3 years the library has accepted food for fines around Christmas with the can of food benefiting the Southeastern Tidewater Food Bank. Last year the library contributed over 600 pounds of food. It was their best effort yet and probably the result of sending out 1,000 reminder notices worded as such:

**REMINDER NOTICE**

The Portsmouth Public Library is accepting food for fines December 12 through December 29. Please take this opportunity to clear up the matters which are listed below, and start the New Year with a clean slate. One can of food will equal \$1.00 in fines. Thank You.

The parameters used were over \$5.00 in fines or over 5 overdue books. Susan H. Burton stated that "we feel the food for fines is extremely beneficial for both the Library and the Food Bank in terms of public relations and the needs of the community."

For further information, contact Susan at the Portsmouth Public Library, 601 Court, Portsmouth, VA 23704

## CODI OFFICERS 1989-90

Leroy Gattin President  
Hutchinson Public Library  
901 North Main Street  
Hutchinson, KS 67501  
316-663-5441

Joann Tousley-Escalante Vice President/  
President-Elect  
Learning Resource Services  
Austin Community College  
P.O. Box 2285  
Austin, TX 78768  
512-495-7148

Nancy Knipe Secretary  
Tutt Library  
Colorado College  
1021 N. Cascade Ave.  
Colorado Springs, CO 80903  
719-473-2233

Christine Matteo Treasurer  
Ocean County Library  
101 Washington Street  
Toms River, NJ 08735  
201-349-6200

Mike Smith Member-at-Large  
Washington County Co-operative  
Library Services  
17880 SW Blanton Street  
P.O. Box 5129  
Aloha, OR 97006  
503-642-1544

Pauline Iacono Member-at-Large  
Ramsey County Public Library  
1910 W. County Rd. B  
Roseville, MN 55113  
612-631-0494

Tjalda Belastock Member-at-Large  
Bentley College Library  
Forest & Baker Streets  
Waltham, MA 02254  
617-891-2231

**PLEASE SEND CHANGES TO:**  
Nancy Knipe

\* \* \* \* \*

Gretchen Freeman DYNIX rep  
DYNIX  
151 E. 1700 South  
Provo, UT 84606  
800-288-8020

## **CODI OFFICERS, Continued**

Sharon Winters  
Hampton Public Library  
4207 Victoria Blvd.  
Hampton, VA 23669  
804-727-1154

Newsletter Editor



## **The CODI Newsletter**

**Leroy M. Gattin, Editor**  
Hutchinson Public Library  
901 North Main Street  
Hutchinson, KS 67501

<p>Bulk Rate U. S. POSTAGE <b>PAID</b> PERMIT NO. 50 Hutchinson, Kansas 67501</p>
---------------------------------------------------------------------------------------------------