

## NOTICE OF MEETING

ILS COMMITTEE

**Tuesday July 23, 2019 10:00 am**

West Bend Community Memorial Library  
BI Room 1<sup>st</sup> Floor  
630 Poplar St.  
Online Meeting

Please join the meeting by clicking on this link:

<http://go.teamviewer.com/v11/m86790270>

Meeting ID: m86-790-270

### Agenda

1. Call the meeting to order – Compliance with Open Meeting Law Requirements
2. Roll call
3. Approval of agenda
4. Approval of the minutes: June 25, 2019
5. Public comment and Correspondence
6. Old Business
  - a. Shadowing inactive RBdigital magazine titles update
  - b. RBdigital : activate a feature in the admin module that would show highest circled titles first in the browsing list?
  - c. Network Project: purchasing standard routers, switches, access points
    - i. Libraries pay for them and the maintenance fees
    - ii. Which document should it fall under? ILS OR Monarch System Agreement?
  - d. EDI Capabilities regarding 3 libraries usage
    - i. Charges associated with them
  - e. How will future additional one-time cost Polaris station licenses be paid?
  - f. Recommend we create procedure/policy for all future ILS upgrades.
7. New Business
  - a. Ideas for future discussion/consideration by the committee
8. Other Business
9. Next meeting, August 27, 2019?
10. Adjourn