**5/26/2020 KDAC minutes**

**Agenda Items for May 26th Meeting.**

Members present Ricardo Cisneros, Shawn Lemieux, Jared Leslie, Sam Lundberg, Cyndi Reimer

KLAS present, Drea Callicut, Katy Patrick, Kyle

1. Welcome

1. Feedback / follow-up from Online KLAS Users’ Group Meetings

* Had some challenges, which were mostly caused by internet speed with the Talking Book new features.
* Meetings went very well. They will all be online with PowerPoints
* Recommendations are to be able to add it to personal calendars and add “how to” tips
* Attendance was more than an in-person conference due to travel restrictions and the format was great

1. Continuing to refine some things in Web Ordering: restoring things to menu, adding a "browse catalog" function for main menu.

* Still working on web ordering, working ok for some and for others it is missing some functionality
* restoring items to main menu,
* adding a new function "browse catalog" function for main menu. There is no need to do a search to start seeing results. It populates with every title in the database. Set up so that the user can refine the search.
* Doing some individual customer adjustments based on needs.
* There are some changes to the look of the interface when going from 7.6 to 7.7.

1. Walk-in support for Gutenberg duplication

* Scribe has a function where it can accept an order from a higher priority level and that needed to be linked with KLAS and where is the best place to put that feature.
* This was causing patrons to get too many cartridges because the RA supplied manually created orders were going out right away instead of when the patron requested the cartridge to go out. Even if the patron was already at the cut off.
* There are two buttons: 1. Creates orders and leave for later 2. have what is currently added assigned right away.
* Keystone has added the walk-in function to Gutenberg. With “send now” KLAS Libraries can select a pending order to upgrade it to a walk in.
* Scribe and Gutenberg will perform the same way except the naming conventions are different and more intuitive.

1. Changing "Print" button for Scribe orders to "Walk-in".

* Scribe Assigns the order to print if it isn’t already assigned. This will activate the print mail cards screen, which is already populate with the necessary information, which will then print the mail card for that order.
* This was implemented because in general the need was to print a card to start serve a patron immediately (walk in patrons)

1. Removing consumable placeholder in duplication mailing cards -- first step to printing titles on cards

* In Scribe each time a duplication order was assigned, Scribe was holding a place for a consumable record. This was not an actual book but for a consumable. When the order was duplicated, the card would disappear from the batch because Scribe was unassigning the consumable. This will become a problem if a reprint of the mailing card is necessary. In this iteration the duplication is directly tied to the mailing card as opposed to a title and each card will contain the correct information.
* When Reader’s Advisor’s get calls how are they going to be able to tell the patron which books are going to go out. Adding a status of assign on the order page.

6. Schedule Next Meeting

* Next meeting June 23, 2020 at 1:30 EST and 10:30 Pacific Time
* It was suggested that there be a change in the order requested function in the create order button, there should be on option to choose in what order to enter the books. It currently works from inverse order. Based on the way things are added to the service queue

Respectfully submitted by Shawn Lemieux