

## PALS Plus Technical Services Committee Meeting Minutes: 2023

The Technical Services Committee meeting was called to order via Zoom on Tuesday, October 17, 2023 at 10:04 a.m. by Kristin Blumberg

**Present:** Kristin Blumberg (PALS Plus, Chair), Heather Caldwell (Ringwood), Cindy Corbett (Verona), Patricia Joyce (Woodland Park), Janine Rinaldi (Wayne)

**Absent:** Sawyer Conlon (Cedar Grove), Laura Pluymers (Bloomingtondale)

**Approval of minutes:** September 19, 2023 minutes were unanimously approved.

**Correspondence:** None

**Old Business:** Periodicals project tabled until proposal is presented to the PALS Plus general Membership by Luca Manna.

We also continued to discuss more details of the upcoming Technical Services Summit. It will now be held on Thursday, November 30, 2023 from 10 am -1 pm in Clifton.

We will send out an Eventbrite notification, asking people to register so that we can get a general head count but also have a sign-in sheet at the door when they arrive.

We will begin with an introduction of who we are and what we will be doing (possible laptop hooked up to a screen and projector?).

We will have stations set up to demonstrate the various topics that we will be focusing on: one or two stations will have WorkFlows open to demonstrate linking serials, brief (juliusf) records and transferring records. Another station(s) will have BlueCloud Analytics open to show how to run and export various reports such as weeding, mislinked items, and mismatched items reports.

After demonstrating, we will have Chromebooks for the participants to practice these skills on and if they have trouble or questions, we are there to guide them one on one.

We will also have handouts and a program for them to take.

Lastly, we will have a closing statement, thanking everyone for coming, if they have any last minute questions, and let them know how they can contact us.

Assignments: Kristin and Pat will be doing the BlueCloud Reports, Heather and Janine will be working together on the WorkFlows topics of serials, brief records, and transferring records.

**New Business:** None

**Adjournment:** 10:29 am

**Next meeting:** Tuesday, November 21, 2023 at 10:00 a.m. via Zoom.

Respectfully submitted by Kristin Blumberg (PALS Plus)