

**Statewide Storage Task Force Agenda
Minutes
Monday, May 19, 2008
10a-11:30a
Conference Call**

Members Attending: Frank Allen (UCF), Cecilia Botero (UF-HSC), Rita Cauce (FIU), Ted Chaffin (FSU), Maris Hayashi (FAU), Jennifer Kuntz (FCLA), Phyllis Ruscella (USF), Ben Walker (UF), Robb Waltner (UNF)

- I. Review of minutes
 - Draft minutes for the March 31 and April 14 are posted to the website. If no additional corrections are submitted by the end of the week, these will be finalized.
- II. Updates
 - There has been no update on the status of the Board of Governors meeting. Ben will consult Dean Judith Russell this week for an update.
 - Michael Arthur forwarded an ROD webcast from Michael Ziegler (FSU) to Ben. Ben will send this link in an e-mail for those who are interested.
 - A question was posed as to whether print items in the SSF will be archival copies. The response is that a decision on number of copies per item in the SSF is yet to be determined, and that the storage copy will still circulate as the SSF is not a repository or dim archive.
- III. Generation 5th (GFA) and FCLA Conference call
 - The GFA Hardware Requirements document has been added to the webpage.
 - FCLA has created three scenarios based on the conference with GFA.
 - - Moving to a shared DIP file. This would be the most expensive option.
 - Setting up an SSF Sub-Library in UF's current version of ALEPH. This option would benefit UF because it would be easy to continue maintaining the catalog. Items would be requestable by UF but other institutions would have to use ILL. This would be the quickest for implementation.
 - FCLA is leaning toward the idea of a separate instance for the SSF. Records would be shared by multiple institutions and when a record is transferred to storage, a bibliographic record would be transferred or created in the Library. ILL would be used to move items. FCLA is considering the use of ALEPH ILL. Requests would be submitted to the SSF, which would then check items out to the institution, which would then check items out to the patron.
 - Benefits with this option are that ALEPH ILL is free with the client, the process would be automated, movement of records between ALEPH instances would be easy, the owning institution would be able to suppress non-public records but still count them, and Endeca would be able to pull records into appropriate catalogs.
 - Problems with this option include the possibility that ALEPH ILL would not communicate with ILLIAD, staff would require additional

training, and the additional library would need to be updated and maintained.

- FCLA is preparing to set up test regions. CSUL will make the final decision.
- Jennifer will provide a draft summary which will be posted on the webpage. Members are encouraged to take the draft to appropriate departments within their institution for feedback.

IV. Survey Questions

- Survey results have been posted to the webpage. Comments have been added below each question.
- A majority believe the SSF should maintain two item copies, journal articles and book chapters should be available for Digitization on Demand (DOD), and that monographs, journals, special collections, and microfilm materials should be housed in the SSF.
- Items which need further discussion include ILL guidelines and whether storage conditions will be acceptable for preservation of emulsion-based photograph originals. Michelle Foss will be invited to sit in on the next meeting.

V. Review of recommendations

a. Matrix edits from previous week

- Ben added the recommendations based on the last meeting.
- Tabled items will be discussed in the future as information is made available.
- Please send changes to the matrix to Ben.

b. Review of facility recommendations document

- Ben created a document based on member recommendations within the matrix.
- A suggested amendment to item #8 is to read "there is no guarantee of journal subscription continuation, though donated items will remain in the SSF".
- Items which need further discussion include ILL guidelines, the OCLC display, and uncataloged items pertaining to government documents.

Ben will make suggested amendments to the document for review at the next meeting.

VI. Wrap-up, scheduling

- Updates from GFA/FCLA will be discussed at the next meeting.
- The policy recommendations document will be discussed, specifically pertaining to undecided items.
- The next meeting is scheduled for Monday, June 9, 10a-11:30a.