Agenda

8:30 AM

Announcements
- Introductions & Meeting Navigation

NEOMIN Spring Library Training
- Library Inventory Process, 3/8/2018, 9 AM – 11 AM
- Statistic & Collection Analysis, 3/29/2018, 8:30 AM – 11:30 AM

INFOhio Updates
- INFOhio Website:
  - Start Page Grade Bands Updated (PreK)
  - Updates to Blizzard Bags
  - Simplified Authentication - New Geolocation and Persistent Login (handout)
  - Getting Started Guide Updated

Review of Library Automation Statistic Reports
- Circulation\Population\Collection reports (handouts)

When was the last time you cleaned up your library data?
- You should be fixing these issues yearly: (handout)
  - Call Numbers
  - Item Statuses
  - Material Types
  - Using Last Checkout Date for possible removal of items
  - Checkouts list how many times the item was checked out since being cataloged
  - Price – any missing?
  - Pub year – any missing?

Open Discussion

10:30 AM

Adjourn
- Open Lab: Thursday, February 1, 2018 from 8:00 AM – 4:00 PM
- Last meeting: Tuesday, March 6, 2018 at 8:30 AM