

OWLSnet Planning Committee Meeting

November 28, 2006 – 9:00 a.m.

Appleton Public Library Board Room

Agenda

1. Call to Order
2. Review [Committee Charge](#)
3. Discussion of Planning Activities
 - Assess member library automation needs with an opportunity for grass roots input about OWLSnet services and support.
 - Review and discuss [results](#) of October 20, 2006 planning exercise
 - Review the relevance, efficiency, and effectiveness of our governance and decision-making structure, resulting in the identification of issues that should be addressed and recommendations for addressing any identified issues.
 - Review governance structure and decision-making procedures
 - Brainstorm list of issues to be addressed
 - Identify short-term priorities for the development of OWLSnet services and preparation of recommendations for a process to regularly determine service and development priorities.
 - Discuss known short-term priorities for service development
 - InfoSoup development
 - Collection agency interface
 - Wireless Internet service
 - Workstation management software
 - Others?
 - Discuss process for determining future service priorities
 - Identify of areas in need of new or updated policies or procedures and recommendations for achieving uniform compliance with agreed upon policies and procedures.
 - Discuss areas in need of policy or procedure development
 - Discuss issues related to achieving uniform compliance
 - Identify of any additional issues that need to be addressed by the OWLSnet membership.
 - Brainstorm list of ideas
4. Set Dates and Times for Future Meetings
5. Adjourn