

9/12/24 – KLAS Officers Meeting- held during the Biennial NLS Conference in Washington, DC

Officers' Meeting Agenda

- I. Introductions
 - The meeting was kicked off by James Burts, Keystone Systems

- II. Keystone Updates- James Burts
 - 2024 SSAE certification completed – annual IT process audit, to ensure Keystone is on track with how they manage hosting, not skipping any best practices they should be doing, etc. Basically, doing processes how they said they will, and keeping any documentation/audit records on file.
 - Migrated all hosted customers to private micro VMs
 - Addressed KLAS issues exposed when migrating
 - Ongoing catalog service- service rolled out to provide support for libraries that cannot have a member on staff who is just doing cataloging.
 - Basic: \$250/ month
 - Series: \$200/ month
 - “All-In”: \$400/ month
 - New KLAS Users
 - Jewish Braille Institute – New York, NY
 - Alabama Instructional Resource Center- Talladega, ALBoth groups joined KLAS within the last six months
 - Current LBPD customers: 9 states have chosen to use their own server; 25 states are being hosted by Keystone on the Amazon servers
 - KLASusers.com - Andrea Callicutt, Keystone Systems
 - Forums: use to ask questions/post suggestions for developments, etc.
 - Blog posts
 - Release lists
 - Webinar recordings of KLAS programming, etc.
 - Customer specific training recordings on topics such as new KLAS implementations
 - KLAS training manuals
 - MARC record update files
 - Upcoming events & training opportunities
 - Other communication channels
 - KLASUsers listserv (to subscribe, send an email to Ks7@klas.com)
 - KLASUsers IRC listserv
 - Weekly Wrap-up – this email goes out on Fridays
 - Keystone social media on Facebook, X, LinkedIn ; links to each will be posted on KLASUsers
 - Online KLAS administrator training
 - 4-day intensive, small-group training led by Keystone staff; learn how to make KLAS work for your library/library policies. \$600 per individual
 - Deep dive into KLAS admin features & functions

- III. KLAS Development Updates- Mitake Burts, Keystone Systems
 - Recent development highlights

- Switch to micro-servers revealed a major resource inefficiency
 - The performance fix unfortunately had other consequences, which should now be fully corrected
 - Password security settings, including a single-sign-on feature
 - Serials updates to support MOS duplication
 - o Issues created based on files
 - o Batch seed serial
 - o Create dupe order by medium
 - PIMMS sync, transfer bug fixes & improvements, incl. AAA server authentication
 - OpenEdge 12.6.16 security update: if you are not yet at KLAS v7.8.22, please update ASAP
- Upcoming development priorities
 - Parental acknowledgment handling
 - o Store acknowledgment
 - o Sync with PIMMS
 - o Block patron if not in place
 - Keycloak integration for single-sign-on
 - Out-of-state emergency duplication handling; if your library is unable to process duplication runs, Keystone is working on the ability to pass that information off to another library who can process the orders. One hurdle is making sure libraries will receive items back to their facility. This is important, to know when a patron needs a new cart sent/keep their service going
 - Continued serials improvements

IV. KLAS Users' Group Officers' & Committees

- Officers
 - Maureen Dorosinski, President
 - Traci Timmons, past President
 - Josh Easter, Vice President
 - Sara Zapotocky, Secretary
- Committees
 - KLAS Development Advisory Committee Chair: Jesse McGarity. KDAC includes reps from each major market. This committee meets each month for an hour and a half. Members serve as an advisory role to Keystone on new features being developed for future releases of KLAS. Though there are currently no open seats, there is a regular rotation of members so anyone interested in joining in the future can email Andrea, Jesse, or Katy Patrick, and your name can be kept on a list. You can get inside knowledge of what's in development for KLAS, or even be a part of the decisions! Apply to serve for two years.
 - Program Committee Chair: Jesse McGarity. This group plans/schedules programs. In the mini-conference year, webinars or roundtables are planned for each month of the year. For in-person conference years, the group plans one of these sessions for once a quarter. The committee meets online once per month.
 - Logistics Committee Chair: Maureen Dorosinski. The Logistics Committee also meets once per month, and gets to plan any accommodations, transportation, gifts speakers, and incentives for the conference. As with the Program Committee, new members are always welcome to Logistics!

V. KLAS Users' Conference

- "Start Your Engines", the conference will be March 17-20, 2025, in Indianapolis, IN!
- Early-bird registration is now open
- Info & links at KLAUsers.com
- Proposals needed! Feel free to submit your proposal at <https://klasusers.com/klas-news/uc2025-session-proposals>
- Deadlines and costs:
 - In-person early-bird (before December 18, 2024) = \$200
 - In-person (December 18, 2024 – February 16, 2025) = \$250 per attendee
 - In-person late registration (after February 16, 2025) = \$300
 - Virtual Registration: virtual early-bird = \$85 / virtual attendee (after December 16, 2024) = \$100 per attendee
- Agenda timeline:
 - Oct. 11- overview Schedule
 - Nov. 8- initial schedule
 - Dec. 6- final schedule

VI. Q & A

- Drea and Mitake addressed audience questions
 - One question may have been regarding conference timelines. Drea explained the last in-person conference was in 2023, so according to the 2-year stipulation, Indianapolis is "on track" for 2025.
 - Regarding customized KLAS training: KLAS use for staff seems to be very organization-dependent (factors include policy and workflow). Keystone will work with organizations to find out what specific areas they want covered in their training. Drea mentioned there is an intro to KLAS manual that has been posted, that's a great resource
 - Mitake spoke to storing documents (patron applications?) Keystone has the ability, but it's also dependent on retention policies/needs.
 - Regarding deactivating patron accounts: when done on the back end, it wasn't deactivating them from the Web OPAC? Keystone is working on a best practice for this situation
 - One question asked regarding the Consumable Materials function in KLAS- can this feature be used to create ephemeral materials/not to be kept in the database? Mitake confirmed it is possible
 - Regarding cataloging services: are there services right now that are free, outside of the monthly costs? Mitake indicated that yes, there will be.
 - Regarding digitizing and storing existing paper applications: Keystone has some companies they can work with, to find best practices.
 - Regarding patron information that has been purged from the system after five years: Keystone works with each state to maintain patron records in accordance with the state's retention policy.