



Director's Report February, 2020

Data Deduplication

We completed our annual deduplication of the database earlier this month. There was an issue with records for electronic materials so we opted to exclude them this time around. About 700 duplicates were identified and merged. After our 2 new members go live we will do another dedup on the database.

Loading Student Records

East Brunswick has asked us to load student records similar to what we did for Keyport. Christy is trying to identify a solution that meets the privacy needs of the East Brunswick School District and allows for consistent match points and limited duplicate records.

Patron Point

Jonathan continues to bring libraries on board with Patron Point and is putting in place ways to continue to support them as they use this new product, including ongoing emailed tips and tricks.

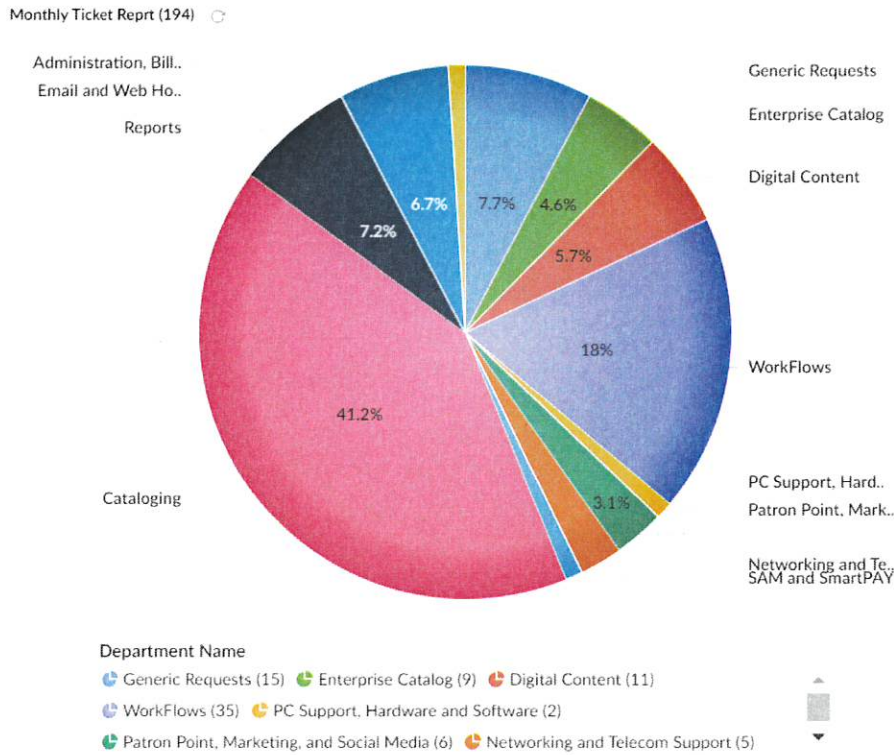
Assessment Formula

We are not the only NJ consortium looking to revisit their assessment formula. Both PALSPlus and MAIN are in the process of doing so. I threw out an idea to Luca Manna and Phillip Berg that we might want to consider a meeting with people working on this for each consortium to have a general discussion of how we each approach sharing costs, what issues we think are important when trying to develop fair approaches to cost sharing, etc. There is some interest in doing this so I want to see how the Board feels about this. If there is interest, I would recommend we put our own assessment task force in place now so that we can get the conversation started. I think we might learn a lot from our colleagues that could help us in our own work in this area.

Cranbury and Highland Park Migration Timelines

We have finalized migration timelines for both new members. Cranbury will go live April 23rd and Highland Park on July 22nd. To give you a sense of the many moving parts in migrating a library I am attaching the Cranbury project schedule. Christy will be very busy over the next several months.

Activity Report:



January Statistics

New items added	15108
Bib records added by LMxAC	2
New bib records added	4493
New user records added	2748
Brief records upgraded to full MARC	391
Duplicate records merged	98
API reports and transactions	7
Authority records added	2
Authority records modified	4
RBdigital Mag new users/checkouts	47/7456
SMS Hold/Overdue/bill notices	4188/586/-
App Usage –new devices/uses	157/12265
Titles/Items created by LMXSUPER vendor ON-ORDER	1987/4282

Respectfully Submitted,

Eileen M. Palmer
Executive Director

Libraries of Middlesex - Adding Cranbury Public - Proposed Project Schedule - Feb 1

Task	Start	End	Assigned To
Data Extracts			
Initial Data Extract	Thursday, January 28, 2021		LMAC
Data Analysis	Tuesday, February 9, 2021	Thursday, February 11, 2021	Paul
Policy Profiling			
Initial Data Call	Thursday, February 18, 2021		Brian, LMAC, Margaret, Paul
Policy Profiling Prep	Thursday, February 18, 2021		Margaret
Policy Profiling Session 1 (3 hours)	Tuesday, February 23, 2021		Margaret, LMAC
Policy Profiling Session 2 (3 hours)	Thursday, February 25, 2021		Margaret, LMAC
Policy Profiling Session 3 (2 hours)	Monday, March 1, 2021		Margaret, LMAC
Policy Review	Tuesday, March 9, 2021		Margaret
Create New Library and Add Policies in PROD	Monday, March 15, 2021		Margaret
Copy PROD to TEST	Tuesday, March 16, 2021		Eric
Test Data Load			
Prep and Load Test Data in TEST	Tuesday, March 16, 2021	Thursday, March 25, 2021	Paul
Acceptance Testing and Additional Configuration			
Data Review Call (4 hours)	Monday, March 29, 2021		Margaret, LMAC
Testing	Tuesday, March 30, 2021	Wednesday, April 14, 2021	LMAC
Final System Configuration Session 1	Thursday, April 1, 2021		Margaret, LMAC
Final System Configuration Session 2	Friday, April 2, 2021		Margaret, LMAC
Final System Configuration Session 3 (split over 2 days)	Tuesday, April 6, 2021	Wednesday, April 7, 2021	Margaret, LMAC
Final Data Call	Tuesday, April 13, 2021		Brian, LMAC, Margaret, Paul
Final Data Load			
Extract Final Data for Local Auths, Item and Bib Records	Friday, April 16, 2021		LMAC
Final Data Load for Authority, Item and Bib Records	Monday, April 19, 2021	Tuesday, April 20, 2021	Paul
Extract Final Data for Patron and Circulation	Tuesday, April 20, 2021		LMAC
Final Data Load for Patron and Circulation Records	Wednesday, April 21, 2021	Thursday, April 22, 2021	Paul
Go Live			
Remote Go Live Consulting	Friday, April 23, 2021		LMAC
	Friday, April 23, 2021		Margaret