Administrivia: Library Consortia Administrative Tools

Or

Is it Folly to Dream the Impossible Dream?

Katherine A. Perry
October 29, 2004
International Coalition of Library Consortia
Barcelona, Spain
Consortial Administrivia

MEMBERS
70 institutions
90 libraries
500 contacts

VIVA
Central
2 FTE

JMU

Vendors

Sales Reps

Vendor Tech

Email

Paper

Web

Labels
“Untitled Painting” by Jackson Pollock, 1956, MOMA, NYC.
Issues

• Managing Contacts
• Communication with Members
• Technical Issues
• Product Renewals
• Internal Management Systems
  – Orbis/Cascade – ACCESS
  – BC ELN -- MySQL
“The British Columbia Electronic Library Network uses PHP and MySQL for database driven web site modules both to communicate with consortium participants and to track administrative data. Our web site is both a vehicle for communication and an administrative tool. Combining these functions allows us to centralize our data management and provides built-in cross checks ensuring that the information presented on the web site is accurate and up to date. Centralized data management makes it a lot easier to ensure that, for example, changes to a member site’s address are reflected on our web site, our mailing labels, and our invoices.” — John Durno – BC ELN
BC ELN Data Relationships [simplified]

- **contacts**
  - name
  - email
  - phone
  - ...

- **groups**
  - mailing lists
  - committees
  - billing contacts
  - ...

- **members**
  - address
  - url
  - nlc code
  - ...

- **databases**
  - description
  - url
  - licence dates
  - content type
  - ...

- **uses**
  - ip addresses
  - ariel stations

source: BC Electronic Library Network, 2004
BOOKS
“Too busy fighting alligators to drain the swamp!”

Photo by Barry Rice. www.sarracena.com
Old System for Managing Contacts

Notice of change = 6-10 Data Entry Tasks

- Change Contacts Directory (Word)
- Change Web Page Directory (HTML)
- Change List by Job Type (HTML)
- Change Mailing Labels (ACT)
- Change Committee Lists (Word)
- Change Committee Lists (HTML) (1-3)
- Other…
New System for Managing Contacts

Notice of change = 1 Data Entry Task

Run Appropriate report(s) and post to the web.
College of William and Mary

School:

Type of Institution: Public, Four Year College/Doctoral

Name of Library: Earl Gregg Swem Library

Preferred Mailing Address: Landrum Drive P.O. Box 8794 Williamsburg, VA 23187-8794

Fax Number: 757.221.2635

POINTS OF CONTACT:

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*Thursday, October 21, 2004*
## Access Reports by Job

### Director

<table>
<thead>
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<th>Institution Name</th>
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</tbody>
</table>
Don Quixote by Anna Hyatt Huntington, Brookgreen Gardens, South Carolina
Photograph copyright © Mary Ann Sullivan, used with permission
"The Impossible Dream" from MAN OF LA MANCHA
music by Mitch Leigh and lyrics by Joe Darion

To dream the impossible dream
To fight the unbeatable foe
To bear with unbearable sorrow
To run where the brave dare not go

To right the unrightable wrong
To love pure and chaste from afar
To try when your arms are too weary
To reach the unreachable star

This is my quest
To follow that star
No matter how hopeless
No matter how far

To fight for the right
Without question or pause
To be willing to march into Hell
For a heavenly cause

And I know if I'll only be true
To this glorious quest
That my heart will lie peaceful and calm
When I'm laid to my rest

And the world will be better for this
That one man, scorned and covered with scars
Still strove with his last ounce of courage
To reach the unreachable star