2020-03-03 Meeting notes

Date
03 Mar 2020

Attendees

- Karen Newbery
- Paula Sullenger
- Kelly Drake
- Anya Arnold
- Mark Arnold
- Kristen Wilson
- Martina Schildt
- Brooks Travis
- Siska Humlesjö
- Debra Howell
- Chulin Meng
- Patty Wanninger
- Elizabeth German
- Peter Murray
- Tod Olson
- Several guests from the RM SIG for the Acquisitions demo

Goals

Discussion items

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| 40 min | Settings, reference data and finance show and tell, focused on each library (Simmons, Lehigh, Missouri St, Chalmers) for 10 minutes each questions and discussion | Kelly Drake | Chalmers doesn't use finance at all in FOLIO  
Lehigh has tested creating an order but still not sure what's working and what isn't, MSU also hasn't gotten very far  
Kristen talked about the Finance settings for Simmons (based on Edelweiss):  
  - using default list  
  - using only two fund types (monographs & subscriptions)  
  - using a fund spreadsheet now to figure out how their FOLIO fund structure should look (34 funds)  
  - set up groups for tracking - these are created by each institution. Groups don't have funds but show summaries of their associated funds  
  - noting which funds can allow transfers to and from - they tested a transfer and it worked  
  - won't be using vouchers so not setting up any external account info  
  - Nobody else has tested these much  
Questions about how encumbrances will work, more dev work on this expected in Fameflower & Goldenrod  
Fund: lives over time over multiple fiscal years; budget is for a single FY  
A feature that might be useful from some libraries (Simmons & MSU) would be to encumber against future budgets - due to their university accounting requirements  
Funds/Allocations: everything will be in the default currency your institution selects (also controls fines & fees)  
Simmons monograph order process:  
  - Preferred process is to create PO with bib stub, overlay with full MARC later (can't do that now)  
  - Create PO; required fields (vendor, order type, acq unit)  
  - Then create PO line, Simmons will put in inventory record in at time of order  
  - Can create templates with pre-populated fields  
  - Bill To/Ship To: not so important if vendor order imported but needed if actually sending out the order  
  - Re-encumber: relates to ongoing orders  
  - "Manual" - nobody sure what that means (ask Dennis next week)  
  - Product ID: ISBN, etc. OCLC# wouldn't go here because it's a record number  
  - Updates & overlays will be worked on in Goldenrod |

We'll look at orders more in-depth next week
Action items

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