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BIC LIBRARY WEB SERVICES TASK & FINISH WORKING GROUP (T&FWG) MEETING – Minutes

Location: GoToMeeting / Conference Call
Date and time: Tuesday 15ᵗʰ May 2018, 2pm
Minutes written by: Sophia Sophocleous

Present	Apologies
Graham Barke, BDS	Alaina-Marie Bassett, BIC
Francis Cave, BIC Consultant	Marcus Blackburn, Civica
Catherine Cooke, Westminster Library	Colin Carter, Innovative
Simon Edwards, Consultant (Deputy)	Paul Clements, British Library
John Garrould, Bertram's (Chair)	Matthew Dovey, Ceridwen
Graham Jones, Askews & Holts	Richard Hurrell, Bertram's
Ian Manson, Infor	Karina Luke, BIC
Gwyneth Morgan, Nielsen	Alan Oliver, Ex Libris
Joe Schulkins, University of Liverpool	Phillip Sykes, Bibliotheca
Heather Sherman, Dawson Books	
David Thomas, SirsiDynix	
Terry Willan, Capita	

1. **Welcome and apologies**
   The Group was welcomed to the meeting and the apologies were delivered.

2. **Competition Law – Conduct Reminder**
   The Group was reminded about BIC's Competition Law Policy – to find out more about this policy, click here: http://www.bic.org.uk/149/BIC-Competition-Law-Policy/

3. **Review of minutes and follow up on actions from the last meeting**
   The minutes from the previous meeting were approved. The actions were discussed as follows:

- Representation from further organisations / organisation types on this project
  In KL's absence, JG informed the Group that KL has not received a response from Heritage / IS Oxford. HS noted that she may have a contact and agreed to send the details to KL.
  ➢ **ACTION:** HS to send KL the details of her contact at Heritage / IS Oxford, in order to approach regarding membership to this T&FWG.
  ➢ **ONGOING ACTION:** KL to continue liaising with both Heritage / IS Oxford and OverDrive regarding this T&FWG and BIC membership, reporting back on the progress made at the next meeting.

- Update on LMSs in use in the UK
  SE noted that he has not yet incorporated the feedback received from this Group into the list of LMS Vendors. The Group speculated whether the list should be published on the BIC website and agreed that this should be discussed with KL.

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> ➤ **ACTION CARRIED OVER**: SE to incorporate the feedback received from this Group into the list of LMS Vendors, and send it to AMB for circulation.
> ➤ **ACTION:** JG to discuss with KL whether this list should be published on the BIC website in due course.

- eBook harvesting (and CC's case study)
  JG and FC noted that no feedback had been received on the FASTEN Group documentation, which was circulated to this Group on Tuesday 20th February 2018.
  > ❖ **DECISION:** The Group agreed that having received no feedback, this should be taken as an indication that there are no issues with the document.

4. **Sign off on the addendum to this T&FWG's Project Brief to better define its scope for 2018**
   The addendum document was approved and signed off by the Group. The Group agreed that the document should be circulated to the BIC Libraries Committee for sign off before the final version is then uploaded onto the BIC website.
   > ➤ **ACTION:** AMB to circulate the addendum document to the BIC Libraries Committee for sign off before the final version is then uploaded onto the BIC website.

5. **Asking stakeholders to sign up to the BIC Library API's Policy publically**
   The Group read through the Policy and agreed that the wording of 3 (c) should be amended.
   > ➤ **ACTION:** AMB to amend the wording of point 3 (c) to read as follows: 'As BIC publish**es** a standard API**,** we will formally deprecate any existing, equivalent proprietary API **(for new implementations)** and **will** work with our customers to migrate them to the BIC standard.'

   SE asked the Group whether they would be willing to engage with the BIC Library Technical Implementation Clinic (LTIC), as detailed in point 4 of the Policy.
   > ❖ **DECISION:** The Group agreed that they would be willing to receive and provide feedback on emails regarding the LTIC, if not actually attend LTIC meetings.

   > ❖ **DECISION:** The Group agreed that point 5, 'customer quotes', are important but were never intended to be included in the Policy document and should be deleted.

6. **Update on NISO FASTEN Group and the opportunities for partnership**
   The Group was informed that a Sub-Group meeting took place on Tuesday 1st May 2018 to discuss next steps for the BIC & NISO collaboration. FC noted that communications between libraries and content providers was discussed, relating to both LCF and library web services.

7. **Update on discussion with EDItEUR about using EDItX messages in this project**
   FC informed the Group that the EDItX International Steering Committee last met on 11th April 2018, at the London Book Fair (LBF). He noted that the main focus of the meeting was on the trade importance of EDItX, rather than being focused on libraries. FC noted that EDItX should be more aligned with ONIX and that he and Chris Saynor (CS) of EDItEUR are currently working together to align the EDItX Sales Report format with ONIX 3 so far as

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pricing is concerned. JG noted that KL has been liaising with Graham Bell (GB) of EDItEUR to formalise IPR arrangements (Copyright and permission to use EDItx in APIs).

8. **Quotes**

JG noted that the Quotes skeleton document had been circulated, but feedback has not been received. The Group agreed that the most frequent use cases are supplier selection, and supplier's website orders. FC suggested these could be added into EDItX and noted that he will produce the draft Quotes API.

➢ **ACTION CARRIED OVER:** FC to produce the draft Quotes API following sign-off of the Orders API (on 5th June 2018).

9. **Update on production of LMS systems in use in the UK**

This item was discussed under item 3 of the agenda.

10. **Update on UBL and EDItX**

FC informed the Group that UBL v2.2 is undergoing a public review which will be completed by 23rd June 2018. FC noted that the UBL Committee are currently gathering requirements for UBL v2.3 which has a target completion date of December 2019. JG noted that this should be discussed further with KL.

➢ **ACTION:** FC to forward information regarding UBL announcements to JG.
➢ **ACTION:** JG to discuss UBL updates with KL.

11. **A.O.B.**

The Group did not have anything further to report.

12. **Date of next meeting**

Tuesday 5th June 2018.

➢ **ACTION:** SS to schedule Doodle Polls for the T&FWG's meetings in September, October, November and December 2018.
➢ **ACTION:** SS to schedule Doodle Polls for the Sub Group's forthcoming meetings in June, July and August 2018.
➢ **Action:** ALL to respond to these Doodle Polls as quickly as possible so that SS can arrange firm meeting dates