

**CAUL-CBUA Document Delivery Group  
Annual General Meeting Agenda**  
May 30, 2019  
10:00 a.m. – 4:00 p.m. ADT

We would like to acknowledge that Dalhousie University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.

**Note:** Catering will be provided for the morning meeting start/break and lunch.

**Microsoft Teams Meeting Information**

**Join by computer**

[Join Microsoft Teams Meeting](#)

**Join by phone**

[+1 902-417-0239](#) Canada, Halifax (Toll)

[\(844\) 558-2543](#) (Toll-free)

Conference ID: 666 774 28#

**In-Person Meeting Information**

Room 419/430 (Jacob Slonim Conference Room)

Goldberg Computer Science Building

Dalhousie University

6050 University Avenue

Halifax, NS

1. Welcome by Donna Bourne-Tyson, University Librarian, Dalhousie University Libraries and CAUL-CBUA Chair – 10-10:05 a.m.
2. Approval of the [June 11, 2018](#), meeting minutes – 10:05-10:10 a.m.
3. Business Arising from the June 11, 2018 meeting – 10:10-10:15 a.m.
  - a. **C. Gilroy** will send out some preliminary readings to DDG members to learn more about Communities of Practice. – Complete.
  - b. **DDG will meet virtually** to discuss next steps re: DDG leadership and operational models – See Agenda Item 7
4. [COPPUL-OCUL-CAUL-BCI Resource Sharing Agreement Working Group Final Report](#) (C. Holt) – 10:15-10:30 a.m.
5. Library Checkers Process (A. Squires) – 10:30-10:45 a.m.

*Break 10:45-11 a.m.*

6. LAC and Voilà (Monica Fuijkschot, Director General, and Kristen Ann Coulas, Acquisitions Librarian, Library and Archives Canada, Published Heritage Branch) – 11:00 a.m.-12:00 p.m.

*Lunch (catered in room) - 12-1 p.m.*

7. [Relais Optimization Working Group Final Report Recommendations](#) (J. Wickens) – 1-2:30 p.m.

- a. Document Delivery Group Leadership and Operational Models (C. Holt/J. Wickens)

Supporting Documentation: [Communities of Practice article](#)  
[Leadership and Operational Models Summary](#)

- b. DDG Website Review (J. Wickens)

8. "View limit" Message (W. Carty) – 2:30-2:45 p.m.

- a. "Lending Account Maximum Requests" Message (J. Wickens)

9. Questions for OCLC (J. Wickens) – 2:45-4 p.m.

- a. An overview of the way that messaging works in RelaisILL. This is something that is not likely to have been passed along to the new generation of RelaisILL practitioners in CAUL-CBUA and should include email (GSM) and ISO varieties. It would also be helpful to describe how messages moves between RelaisILL and local email accounts (Message Handler and what role various local accounts may serve).
- b. Book Bands. This feature has been talked about for a long time but with the move to the locally hosted service we are probably better positioned now to offer this functionality to CAUL users than ever before.
- c. OCLC Billing. With the increased use of OCLC's WorldShareILL (WSILL) by Canadian Libraries for submitting ILL requests we (Dalhousie specifically but it would hold for any of the CAUL-CBUA libraries using WSILL) have the problem of how to deal with assessing billing procedures for requests coming in via this channel.