

MID-HUDSON LIBRARY SYSTEM

Resource Sharing Advisory Committee Meeting

Date: November 17, 2016      Location: Mid-Hudson Auditorium

Committee members attending:

x	AnnaLee Giraldo (Columbia)	x	Linda Deubert (Greene)
x	Stephanie Harrison (Dutchess)	x	Julie Spann (Dutchess)
	Jeanne Buck (Putnam)	x	Katie Scott-Childress (Ulster)
x	Julie Dempsey (Ulster)		
x	Robert Drake (MHLS)		

Staff Attending:

Others Attending: Casey Conlin, PPLD and Tom Lawrence, PPLD

Approval of minutes from previous meeting: Motion: AnnaLee Giraldo, Second: Julie Spann

Book Club language review. Discussion: Libraries are taking advantage of longer loans, extending due dates of popular books. Robert pointed out that it is easier to track renewals in Sierra than manual overrides and recommended that we limit the number of renewals rather than changing the due dates for book clubs. It also sends a message to the public when patrons see that there are some copies checked out for more than a month. Group agreed that since most items are limited to two renewals that patrons will have to call the owning library to request an additional renewal.

Action item 1:

Issue: Some libraries are loaning items for excessive amounts of time for book clubs.

“For materials that your library does not own, loans can be renewed for up to two loan periods as long as there is no demand for the item.”

Action item 2:

Issue: Libraries have been waiving fines on items they do not own.

“Fines and Fees: Section 4 C: “Libraries may not waive fines on items checked out at other libraries.”

Discussion followed about excessive renewals by staff members. Robert presented a report of over 800 items system-wide that have more than four renewals.

Action item 3:

Issue: There have been excessive renewal overrides by staff members, and one library that allows up to 10 renewals.

“No system loan rule may allow more than two renewals.”

#### Section 4: Fines & Fees

Review of language around manual charges. Discussion about clarifying when and how money being collected is sent on to owning libraries. Tom Lawrence wondered whether we can use Sierra to generate reports that will give more data about fees paid at various libraries. Robert will look into ways of using Sierra to help with this procedure.

Review of Approved Procedures for Resource Sharing Standards Violation. The issue that has come up is patrons checking out items at libraries without presenting their library card or showing their driver's license. The procedures seem to be working well for violations of resource sharing and upon the review the committee agreed that the procedures are adequate.

Meeting dates 2017:

January 24, snowdate 25

March 24, snowdate 27

May 16

September 19

November 14

Motion to close: AnnaLee Giraldo. Second: Julie Spann