

MHLS Director's Association
Meeting of Wednesday, February 6, 2013
MHLS Auditorium: 10:00 a.m. – 12:00 p.m.

AGENDA ATTACHMENT

Action Item #2: Hold Message – Proceed with Checkout:

- **Background:** In the course of daily business, oftentimes a patron will attempt to check out an item that another patron has just placed a hold on. A message pops up that there is a hold waiting to be filled for said item.
 - **Issue:** While the standard seemed to be to serve the patron standing in front of them with the item in hand, there is nothing in writing currently to suggest that it is okay to override the patron-placed hold in favor of the patron with the item in hand.
 - **Recommendation:** The Resource Sharing Committee recommends that item 8 c) in the MHLS Resource Sharing Guidelines read: **An override of a hold is required when a patron presents an item for checkout where a hold exists. Staff must choose “proceed with checkout” when presented with an item which attempts to trap for a hold, regardless of whom the hold is for.**
 - **Status:** New Business at January meeting. Action Item at February meeting.
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New Business #1: Mandatory Attendance for Directors for ‘Essential Elements of Collection Development’ workshops:

- **Background:** Resource Sharing Advisory Committee asked Central Library / Collection Development Advisory committee to discuss the issue of ongoing conflicts and questions about the viability of the current Holds to Copies Ratios and Thresholds from a collection development point of view.
- **Issue:** Resource sharing and shrinking budgets have created pressure on collections system-wide. Using the skills of collection circulation analysis, budget development tools, and collection development best practices will help libraries better react to local patrons with local collections.
- **Recommendation:** Central Library / Collection Development Advisory Committee recommends that 5 sessions (one in each county) of the **Essential Elements of Collection Development** workshop be held and that there is a mandatory attendance requirement for every library director.
- **Status:** New Business at February meeting.