

MHLS Director's Association
Meeting of Friday, September 7, 2012
MHLS Auditorium: 10:00 a.m. – 12:00 p.m.

AGENDA ATTACHMENT

Action Item #2: Resource Sharing Standards Wording for Direct Access Plan:

- **Background:** The Direct Access Plan states that libraries may restrict borrowing on certain material types.
 - **Issue:** Our Resource Sharing Standards Document does not sufficiently address restricted borrowing.
 - **Recommendation:** The Resource Sharing Advisory Committee recommends that the Resource Sharing Standards document be updated to indicate that “special” collections, such as e-readers, equipment, museum passes be excluded from the holds system and that checkout and check in of said items be done only at the owning library. The committee further recommends that the document include the statement “Pilot/experimental collections (note, not special collections which are always non holdable) may be made non-holdable for a period of 6 months.”
 - **Status:** New Business at July meeting, Action Item at September meeting.
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Action Item #3: Limiting Number of Holds:

- **Background:** The number of people placing holds and the amount of items being placed on hold is growing each year, as is cost for delivery, amount of items being lost/damaged, and staff time to process requests.
 - **Issue:** As these issues grow, the time for discussion about limitation has arrived.
 - **Recommendation:** The Resource Sharing Advisory Committee recommends that, beginning 10/9/2012, patrons be limited to having 50 holds on their account at one time in the OPAC (staff would have the ability to override in-house).
 - **Status:** New Business at July meeting, Action Item at September meeting.
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Action Item #4: Individual Initials:

- **Background:** The DA has already approved a tiered list of logins for member libraries but our biggest threats to the security of our data are shared initials and weak passwords.
- **Issue:** As we move to Sierra, libraries will need to have their security measures in place.
- **Recommendation:** The Committee is recommending that individual passwords be required for each staff person at member libraries.
- **Status:** New Business at July meeting, Action Item at September meeting.

New/Proposed Business Item #1: VIP Status:

- **Background:** Some libraries have VIP status for various groups. This is a local decision that is assigned to different groups by library.
 - **Issue:** The VIP status interferes with database statistics.
 - **Recommendation:** The committee recommends that VIP status be removed. A note should remain in the patron's record as long as necessary with the pertinent information.
 - **Status:** New Business at September meeting.
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New/Proposed Business Item #2: 'Add to Bag' Button on OPAC:

- **Background:** In an effort to direct patrons into the bibliographic record when placing holds the DA voted to remove the "request" button from the initial results screen, forcing the patron to click on the title for more information.
 - **Issue:** Frequent feedback from some patrons has indicated that this move caused some confusion because the catalog still has the "add to bag" option on the initial results page, so some patrons are clicking on that instead of the title.
 - **Recommendation:** The committee recommends that the "add to bag" button be removed from the initial results page and left on the full bib record, with the "request" button.
 - **Status:** New Business at September meeting.
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New/Proposed Business Item #3: 2013 Member Library Database Audio/eBook Costs:

- **Background:** The MHLS Central Library/Collection Development Advisory Committee reviews the usage of system-wide databases to insure they are cost effective and being used enough to be worthy of renewal. The committee also reviews the Central Library Development Aid (CLDA) budget that cost-shares the price of the databases with the member libraries.
- **Issue:** Each year the Directors Association votes to approve the recommended package of cost-shared databases for the coming year. The attached '**2013 MHLS Database Audio/eBook Costs & Downloadable Costs – Totals By Year**' shows the draft total cost of all collectively purchased databases proposed for 2013 (Chiltons, Gale Testing & Education, Heritage Quest (including Historical New York Times), Mango, NextReads, Syndetics, TumbleBooks and OverDrive). A chart that breaks this draft cost down by the individual databases is at <http://midhudson.org/databases/2013.pdf>. The amount listed for the CLDA portion assumes that the 2012 restoration of CLDA funds remains through 2013.
- **Recommendation:** To approve the 2013 Database Audio/eBook Costs.
- **Status:** New Business at September meeting.