

**MHLS Directors Association
Meeting of Thursday, June 2, 2016**

AGENDA ATTACHMENT

revised 5/27/16

Action Item #2: Library Elf Recommendation

- **Background:** Courtesy notices alerting patrons that they have items coming due can be helpful to patrons and can help to increase circulation. The DA approved turning on Courtesy Notices in March.
- **Issue:** Courtesy Notices were implemented in Sierra in April and they did not function properly. An alternative web-based program, Library Elf, provides courtesy notices and has the significant advantage of being mobile-friendly.
- **Recommendation:** Sierra Courtesy Notices shall no longer be used. MHLS is to move ahead with purchase of Library Elf to be available to all MHLS patrons.
- **Status:** Discussed at 5/18/16 Resource Sharing Advisory Committee meeting; Action Item at 6/2/16 DA meeting.

Action Item #3: Library Elf Funding

- **Background:** Member libraries would like to issue patron courtesy notices
- **Issue:** Courtesy notices were unworkable through Sierra, Library Elf is suggested
- **Recommendation:** The System Services Advisory Committee recommends funding year 1 of Library Elf with "Unassigned Funds"
- **Status:** Discussed at 5/5/16 System Services Advisory Committee meeting; Action Item at 6/2/16 DA meeting.

Action Item #4: Cataloging Multi-Disk DVDs

- **Background:** Many multi-disc DVDs such as TV series are being cataloged as regular DVD's rather than "Long-Loan DVD". Most libraries have a loan rule of two or three weeks for this type, vs. one week for regular DVDs.
- **Issue:** Patrons may have different loan periods for the same items depending on their owning libraries. In order for patrons to have some consistency of loan periods for multi-DVD items (such as TV series) they should be cataloged with the same itype.
- **Recommendation:** All multi-disc DVD series be cataloged with the itype of "Long Loan DVD" from here forward.
- **Status:** Discussed at 5/18/16 Resource Sharing Advisory Committee meeting; Action Item at 6/2/16 DA meeting.

Action Item #5: Genre Facet in Encore

- **Background:** In updating to Encore 4.5.1, we now have the possibility of adding a Genre Facet to searches.
- **Issue:** Even though genre is not included in all bibliographic records, it can be helpful to have the capability to search or narrow results by genre.
- **Recommendation:** Add the genre facet just below the subject facet.
- **Status:** Discussed at 5/18/16 Resource Sharing Advisory Committee meeting; Action Item at 6/2/16 DA meeting.