

**MHLS Directors Association
Meeting of Friday, December 2, 2016**

AGENDA ATTACHMENT

Action Item #2: Renewal of Items Not Owned by your Library

- **Background:** Some libraries are loaning items for excessive amounts of time for book clubs.
- **Issue:** The MHLS Resource Sharing Advisory Committee discussed clarifying the existing language in the MHLS Resource Sharing Standards around book clubs, in light of items being out of circulation for extended periods of time, and moved to make this apply generally to all items not owned by the circulating library.
- **Recommendation:** The following language should be modified in the MHLS Resource Sharing Standards.

Current Language: B. Loans can be extended on your own materials. Generally, if the item belongs to another library, you have to call the library to ask for permission. Exceptions: book clubs (as long as there is no demand for the title), 7-day books coming in for holds can be changed to 14 days.

Proposed Language: "B. Loans can be extended on your own materials. 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."

- **Status:** Discussed at 11/17/2016 RSA meeting; Action item at 12/2/2016 DA meeting

Action Item #3: Waiving Fines

- **Background:** Libraries have been waiving fines on items they do not own.
- **Issue:** The MHLS Resource Sharing Advisory Committee discussed clarifying the existing language in the MHLS Resource Sharing Standards around fines, to better indicate that this behavior is not allowed.
- **Recommendation:** The following language should be modified in the in the MHLS Resource Sharing Standards.

Current Language: "Libraries should not waive fines on items checked out at other libraries."

Proposed Language: "Libraries may not waive fines on items checked out at other libraries."

- **Status:** Discussed at 11/17/2016 RSA meeting; Action item at 12/2/2016 DA meeting

Action Item #4: System Loan Rule Cap for Renewals

- **Background:** There are loan rules that allow up to 10 renewals.
- **Issue:** The MHLS Resource Sharing Advisory Committee discussed items being out of the library for extended periods of time. There are currently no policy restrictions on the number of renewals with a number of loan rules currently allowing ten. These would be brought down to if the following change is passed.
- **Recommendation:** The following language should be added to the MHLS Resource Sharing Standards.

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

- **Status:** Discussed at 11/17/2016 RSA meeting; Action item at 12/2/2016 DA meeting