

MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: Thursday, January 25, 2018

Location: Greenspan Boardroom, Adriance Memorial Library

Committee members attending:

X AnnaLee Giraldo (Columbia)
Lynn Place (Columbia)
Julie Spann (Dutchess)
X Brian Avery (Dutchess)
X Linda Deubert (Greene)
vacant (Greene)

X Jeanne Buck (Putnam)
X Gillian Thorpe (Putnam)
X Katie Scott-Childress (Ulster)
Jessica Kerr (Ulster)
X Laurie Shedrick (MHLS)

Others Attending: Tom Lawrence (Dutchess)

Buck called the meeting to order at 10:00am.

Minutes from November 14, 2017 meetings reviewed and approved, motion made by Giraldo, seconded by Deubert.

As no member volunteered to take minutes on a regular basis, Buck announced that there are 5 meetings this year, so each county will be responsible for the minutes for one meeting. Giraldo (Columbia) volunteered for this meeting.

Discussion Items:

- Buck led the orientation to the committee for the benefit of new members. Shedrick reviewed the history and original purpose of the Resource Sharing Advisory Committee (RSAC). The System Services Advisory Committee (SSAC) is looking at redefining the various committee roles. The new committee structure will be simplified to the following groups: System Services Advisory, Resource Sharing Advisory, and Central Library/Collection Development. Each county now has two reps to offer better coverage and make sure each county is represented in each meeting. Greene County still needs second member for RSAC.
- All agreed that the Resource Sharing Standards document is in bad shape and needs much review to be clear and cohesive. RSAC is responsible for maintenance of this document, and may take elements to the Directors' Association (DA) to be approved. The RSAC is charged with shaping this document.
- Shedrick mentioned that as part of our future discussion, the RSAC should also work to update and streamline the knowledge base, which is also in poor condition.
- Buck discussed changes/clarifications to the RSAC Mission Statement, which has previously read as follows: *The mission of the Resource Sharing Advisory Committee is to coordinate the provision of access throughout the region to all library holdings and to review and recommend the enhancement of resource sharing and information resources for area residents.*

At the most recent SSAC meeting, the mission statement was altered to read in draft form: *The Resource Sharing Advisory Committee's charge is to coordinate the policies, procedures, and practices related to the shared ILS and general resource sharing among libraries.*

After much discussion, Buck and RSAC members worked to draft the following revision:

Mission Statement: The Resource Sharing Advisory Committee is charged to establish best practices and procedures related to the sharing of resources among libraries and to recommend relevant policies to the Directors' Association.

- Buck also asked that we review the activities of the RSAC. The group discussion ended in the following list of illustrative activities for the committee:

Activities:

- ***Review Resource Sharing policies, procedure, and practices related to the shared ILS***
- ***Review/edit the "Resource Sharing Standards"***
- ***Address concerns submitted by member libraries pertaining to resources sharing among libraries***

Meeting Dates 2018:

- As per the new meeting calendar created by the SSAC and approved by the DA, the RSAC will meet 5 times in 2018: January, March, May, July/Aug, October. The group decided that **the next meeting will be on Monday, March 19, 2018 in the MHLS Auditorium.** The other 3 dates will be decided upon via Doodle Poll to be created and shared by Buck.

Planning for the year (items for future discussion):

- Library Card Questions:
 1. Juvenile Cards: Can/should we create juvenile cards with their own p-type? Shedrick informed the group that there are not enough p-types to distribute among all libraries in this fashion. This issue was previously examined and abandoned because of this limitation.
 2. Digital Library Cards: Patron self-registration question is a large discussion. Some member libraries already allow self-registration, but there is no policy in place yet to manage this.
 3. Non-Resident Cards: This issue is complex due to the inherent access to MHLS online resources, and needs further discussion.
- Default Pick-Up Location:

There was discussion about allowing patrons to self-select home library (or default pick-up location). Avery said his former system (Minuteman Network) had this feature available. Shedrick said that should be easily accomplished in our own system as well. RSAC agreed to make turning this function on an action item for the next DA meeting.
- Resource Sharing Standards:

Buck suggests this year we remove any language referring to collection development (as this is the purview of the Collection Development Committee) and review the entire document for clarity and consistency. Buck would like to see us dedicate some time in each meeting to discussing a few pages of

the document for review. Shedrick suggested starting with the policy and procedure and build the practices upon that. The group decided it was best to start from scratch rather than attempting to revise the existing Resource Sharing Standards document.

- **Encore:**

Lawrence raised the idea that RSAC and DA need to talk about whether it's worth keeping Encore. It is an expensive service (+/- \$50,000/year) and we're not sure how much its special features are actually being used. Shedrick can check analytics on use. Lawrence pointed out that MHLS may also be facing cuts in state money, and it's an expensive resource and we should revisit its use in light of that. Shedrick pointed out that we are not that far off from a contract renegotiation with III, and many systems have been able to secure better rates/more services through the renegotiation process. It may behoove MHLS to follow suit.

To include in DA Agenda Attachment as an Action Item:

Action Item: To Enable the Feature in Encore that Allows Patrons to Choose a Default Pickup Location

- **Background:** When placing a hold in the Encore catalog patrons must choose a pickup location.
- **Issue:** Patrons often pick up their items at the same location. A default selection would eliminate that step. The patron may still edit the selection to an alternative pickup location.
- **Recommendation:** Include the feature allowing patrons to choose a default pickup location.

AnnaLee Giraldo
Director
Kinderhook Memorial Library
1/26/18