

MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: October 3, 2018

Location: MHLS Auditorium

Committee members attending:

- AnnaLee Giraldo (Columbia) ABSENT
- Lynn Place (Columbia)
- Julie Spann (Dutchess)
- Brian Avery (Dutchess)
- Catherine Benson (Greene)
- Debra Kamecke (Greene)

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

Staff Attending: Rebekkah Smith Aldrich

Minutes from 7/31/2018 meeting reviewed and approved by Katie Scott Childress, seconded by Brian Avery.

Discussion Items:

1. Online Patron Registration Policy and Procedure County discussion regarding concerns over the time frame for reviewing new online patron registrations/temporary cards. Suggested timeframes varied from three to 90 days.
 2. Auto Renewal Discussion.
 3. New p-type Possibilities. The committee will discuss with their counties how to best utilize additional p-types.
 4. Discussion on formatting final draft of Resource Sharing Document including clarifying the APITID. It was decided a subcommittee will meet to finalize the document's language prior to submitting to DA.
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To include in DA Agenda Attachment as an Action Items:

Action Item: Online registration verification

- Background: Patron online registrations have no standard period or procedure for verification.
- Issue: There are concerns over the time frame for reviewing online patron registrations since there is no standard time period. This raises concerns about how much time can pass until staff verifies a new online patron record. Suggestions varied from three to 90 days.
- Recommendation: Staff shall review all online patron registrations within 30 days for duplicate records and record accuracy. The record will be considered temporary until verified by staff. The issuing library shall require proof of name and address when creating/verifying a patron record. Records that have not been verified to meet patron registration policy requirements or merged with an existing record within 30 days will be expired.

Action Item: Sierra Auto Renewal

- Background: Auto Renewal Discussion
- Issue: Does the DA want to turn on auto renewal with the understanding that:
 - Patrons who have selected email notification in their patron record will get auto renewal notifications
 - Patrons who have selected phone notification in their patron records will not receive auto renewal notification
 - There is no “opt out”
 - Loan rules for renewals are determined by checkout location
- Recommendation: Automatic renewal should be turned on for all MHLS libraries.

To include in DA Agenda Attachment as New/Proposed Business & Information: Final Draft of Patron Registration Policies and Procedures for Resource Sharing Standards

- Background: Resource Sharing Standards are in need of a revision to more accurately define policy and to better organize the information
- Issue: The Patron registration policy section has been completed and is ready for review.
 - The RS committee is submitting this section for review
 - Counties should discuss and propose changes

Motion to adjourn make by Katie Scott Childress, seconded by Brian Avery.