

MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: May 6, 2021

Location: Go-To Meeting

Committee members attending:

Committee Chair: Jeanne Buck

Vice Chair: Laurie Shedrick (MHLS Technology Operations Manager)

Columbia County: Tammy Gaskell (Roe Jan) and Wendy Tremper (Livingston)

Dutchess County: Brian Avery (Pawling) and Rhiannon Leo-Jameson (NE Millerton)

Greene County: Debra Kamecke (Cairo) and Kimberly Benjamin (Athens)

Putnam County: Jeanne Buck (Carmel) and Dede Farabaugh (Putnam Valley)

Ulster County: Darren Lanspery (Plattekill)

Called to order 10:00 am

Motion to approve minutes from Rhiannon; second by Brian

Discussion and Action Items:

Institutional Accounts

Institutional Accounts (schools, businesses, group homes) may be issued by any MHLS library based on local policies including fees and borrowing. The decision to honor institutional accounts is at the discretion of the circulating library.

Recommended changes

For Mailing Address: Use the institution's address

Birth Date: Use the record creation date

Name: Name of institutions without punctuation (Example: Bliss Nursing Home)

Guardian Field: To be required for institutional cards. Enter the name of the contact person. (Example: Doe, John)

APATID: Use first four letters of the institution's name followed by an asterick (*) and INS (BLIS*INS)

Goes to DA

Claims Returned Policy

(DA sent back to committee November 2019)

There is no "hard block" in Sierra for claims returned, ie a block is not automatically generated after a certain number of claims. It must be done manually and is a local decision and can only be made for a library's own items. Discussion about whether or not such blocks should be honored by other libraries.

Recommended changes

- A. The decision to apply the "claims returned" process is determined by the owning location.
- B. A library may not place a "claims returned" on any items that they do not own
- C. The number in the "claims returned" field in the patron record may be reduced by MHLS if a claims returned item is located. The request for the reduction must come from the owning library and submitted through the ticket system to MHLS.

Goes to DA

Checking in Items with Damaged Part(s)

Discussion tabled until August meeting.

Attaching Notes to Items

Further discussion tabled until August meeting.

MHLS material returns to RCLS libraries

This is an RCLS issue.

MHLS Updates

Laurie is looking for recommendations on New York Heritage Digital Collection which is currently being tested.

It was approved during the Road Map process. Do we want to continue to harvest from NYHDC?

Documentation is available in Knowledge Base

12:00 Adjourn