

MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: March 3, 2020

Location: MHLS Conference Room

Committee members attending:

Committee Chair: Jeanne Buck

Vice Chair: Laurie Shedrick

Columbia County: Tammy Gaskell and Julie Delisle

Dutchess County: Brian Avery and Rhiannon Leo-Jameson

Greene County: Debra Kamecke

Putnam County: Jeanne Buck

Ulster County: KatieScott-Childress and Darren Lanspery

Called to order 10:10 am

Motion to approve minutes from 1/27/2020: moved by T. Gaskell and seconded by D. Kamecke

Discussion Items:

What requires a vote

The committee discussed what items need to go before the DA for approval. It was determined that items that change policy needs to be sent to the DA as an action item to be voted on.

Item/Bib Record Creation Standards:

A record must contain as complete a description as possible – Author, Title, Description, Note, ISBN. It is the responsibility of the libraries to create brief Bib Records not found in the catalog. For materials where match points (ISBN, LCCN, ISSN) are not available, libraries should include as many of the following fields as possible using the Notes field for items they are unsure about. For standard materials, Brief Bib Records should include Title, Material Type, and Standard Number. Books should include the statement of responsibility (Author, Editor, etc). For Multipart items, description should include the listing of the parts.

Barcode placement: discussed the best place to put a barcode and could it be consistent, outside/inside, front/back; looking for suggestions for changes in location

I-Type can be changed at the discretion of the owning library only.

The “Entered by” format should follow Resource Sharing standards

Multi-disc items: discussed how they should be identified, i.e., as a set or separate barcodes for each disc with the boxed release statements removed. The recommendation is for each county chair to get input from their libraries.

Check-in Policy

Suggested eliminating the wording: "Libraries assume the financial responsibility of all transactions completed at their library." This is contrary to Resource Sharing Standards.

"Checking in Items With Damaged Part(s)" wording needs to be rewritten. Suggestions will be made in Shared Documents for feedback before the May 12 meeting

Fines and Fees language also needs clarifying. Re: "\$25 or more to owning library..." should be: "If \$25 or more in fines is owned to a single other library and is collected on one transaction, that payment should be forwarded."

Change "Should (s)" to "Shall (s).

Items damaged in transit will be reimbursed by MHLS.

Remove the statement "Because we use the loan rules of the checkout agency it is no longer necessary to use the 'Waive Fines' button in check in.

Discussion regarding importing records from Hoopla: all records or only core collection? Just using the Core Collection seemed to make the most sense in retrospect.

Road Map Review: Decision Center is about to be launched. Three of the following will be chosen Encore Harvesting, Serials, ILL (could add OCLC and make it visible), Materials Booking, Patron Images, Encore Suggestions for Roadmap

It is possible that images from HRVH could be brought into the catalog

E-Resources Display – Kanopy and Hoopla: suppressed library locations will show in a catalog search if the item is chosen. Laurie will put some samples in paper form and send to counties for review/feedback.

Patron Facing Messages should be reviewed and suggestions made for changes. Laurie will post a document. Also, libraries should look at Damaged and Missing items, Long Loan Rules, and give feedback on Hoopla.

Adjourn: 12:15

Submitted by D. Kamecke