Date: January 22, 2026
Location: Online via Zoom

Committee members attending:

- ✔ Hanna Bachrach (Columbia)
- ✔ Shea Wert (Columbia)
- ✔ Tom Lawrence (Dutchess)
- ✔ Courtney Tsahalis (Dutchess)
- ✔ Jaki Elmo-Emel (Greene)

- ✔ Barbara Flach (Greene)
- ✔ Donna Perolli (Putnam)
- ✔ Johanna Reinhardt (Putnam)
- ✔ Gabrielle Esposito (Ulster)
- ✔ Gisi Vella (Ulster)

Staff Attending: Laurie Shedrick (MHLS), Rebekkah Smith Aldrich (MHLS), Laura Crisci (MHLS)
Others Attending: Carol Bancroft, Stephanie Harrison (Patterson, Chair of MHLS Overdrive Ad Hoc Committee)
Note: Tom Lawrence left the meeting before action on votes

Meeting Minutes

Call to Order: 10:00 AM

Secretary Identified: Gabrielle Esposito

Approval of Minutes

- **January 15, 2025 Meeting Minutes**
  Reviewed and approved.
  Motion: Gisella Vella
  Second: Donna Perolli

- **October 20, 2025 Meeting Minutes**
  Reviewed and approved.
  Motion: Gisella Vella
  Second: Donna Perolli

Discussion Items

1. **Meeting Venue:** By consensus, the committee agreed to meet Online. Members cited distance and staffing as the reason to maintain web based meetings for the foreseeable future.

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2. Ad Hoc Committee Violations Vote

a. Background
Per Directors Association (DA) Bylaws, Section 6 – Participation and Voting:
Committees may conduct online meetings with remote participation for committee members and any library director who chooses to attend. A quorum consists of a simple majority participating remotely or in person. Members may vote onsite or remotely. Committee actions require an affirmative vote by a majority of the committee.

b. Vote Taken at December 15 Meeting
 The meeting was convened to review violations submitted by the OverDrive Ad Hoc Committee.

- *Motion:* The Resource Sharing Advisory Committee recommends moving forward with the Violation Review Process for the 19 libraries identified as not meeting OverDrive spending requirements.
  Motion: Jackie Elmo Emel
   Second: Gisella Vella
   Vote: 4 Aye, 1 Nay, 1 Abstention
   Result: Motion passed

A revote was conducted:

- *Motion:* Gisella Vella
   Second: Courtney
   Discussion: None
   Vote: 8 Aye, 0 Nay, 0 Abstentions

3. Committee Charge Review

Background:
 The Resource Sharing Advisory Committee (RSAC) establishes best practices and procedures related to resource sharing among libraries and recommends relevant policies to the Directors' Association. Activities include:

- Reviewing resource-sharing policies, procedures, and practices related to the shared ILS

- Reviewing and editing the *Resource Sharing Standards*

- Addressing concerns submitted by member libraries related to resource sharing

Consensus:
 The committee agreed that the charge accurately reflects RSAC's purpose.

4. Request from UCLA (Saugerties) to Limit OverDrive Holds to Five

Background:
 At its December 16 meeting, the Ulster County Library Association (UCLA) voted to request that RSAC consider reducing OverDrive holds from 15 to 5 across Mid-Hudson Library System libraries. This recommendation follows discussions with NYPL staff, who reported that fewer holds reduce wait times. Comparable systems impose lower limits: Brooklyn and Queens allow 10 holds, while NYPL limits patrons to 3 holds and 3 checkouts per platform. Since OverDrive limits are set at the system level, any change would require action by the MHLS Directors Association. UCLA believes this reduction would improve patron access, reduce wait times, and ease financial pressure on libraries.

Additional notes:

- OverDrive recently implemented a suspended holds policy that may reduce wait times over time.

- 98% of patrons place between 1–5 holds; only 2% would be affected by a reduced limit.

- Holds data informs purchasing decisions at both the library and consortium levels.

Consensus: The committee agreed that no action to change the number of holds allowed in the OverDrive Platform at this time. The committee has recommended that MHLS provide the average consortia wait time for holds and the report showing patrons with holds, grouped by the number of holds at the time. This will allow more transparency to monitor the need for policy updates, the effectiveness of newly implemented features and behavior changes and trends as a result of patron education.

Laurie Shedrick, Rebekkah Smith Aldrich, and Jacqueline Elmo will draft a response which will be sent from the committee chair to UCLA (Saugerties).

5. Patron Checkout Limits

Background:
Current Sierra patron locks block patrons with more than $9.99 in fees, 999 checked-out items, up to 52 holds, or over 50 checkouts. With the Sierra 6.5 upgrade, patron locks can be set by P-Type, allowing more precise limits. This is especially relevant to the Free Direct Access Plan and MHLS's ongoing review of unserved areas, potentially allowing libraries to set stricter access limits based on service area.

Consensus:
This update will be monitored for future usefulness.

6. Item Inventory Date updated at Checkin

Background: An inventory field exists in Sierra records. Prior to release 6.5, this field was updated manually or in an inventory process. With 6.5 the ability to turn on the ability to updated the inventory date when an item is scanned in checkin is possible

Issue: Knowing when an item is last touched by staff could be valuable, even if where it took place is not included.

Consensus: Seeing no downside to updating the field, the committee agreed to enable the Inventory update option at checkin across all locations.

7. Current Sierra P-Type Project

Background:
MHLS is reviewing P-Types used to identify patrons' libraries of service due to the complex service-area history of Tivoli and Red Hook.

Consensus:
RSAC will take responsibility for the review of cleaning up data and establishing related resource-sharing standards.

8. Review of Copies-to-Holds Requirements (Physical & Digital Collections)

Background:
Libraries are working to meet OverDrive spending requirements. There is discussion about revisiting Copies Per Circ (CPC) usage rules. Balancing CPC purchases with in-demand titles may strengthen the OverDrive catalog and reduce wait times.

Consensus:
This topic will continue to evolve in coordination with the OverDrive Ad Hoc Committee.

Items to Include in DA Business Meeting Agenda – Action Items
Action Item #2: Limit access to Patron Data in Create Lists

Background: Currently, many staff members can create lists containing patron data. Prior to Sierra release 6.5 access to search and export patron data was automatically included in the access. Beginning with release 6.5 patron access is a separate authorization.

Issue: Patron confidentiality is critical. Access to patron data in create lists exposes a significant risk of exposing personal patron datapoints. Staff access to harvest and export patron data should be limited to those staff who absolutely need access and are trusted to use, store and share patron data securely with safeguards in place to ensure confidential handling. This proposed global change would restrict that capability to directors only by default and staff that are designated by the director.

Recommendation: RSAC recommends The DA consider a system wide reset for all staff that are not directors or designated to have access. MHLS would facilitate a poll of Directors to identify the staff at each library who would retain full access to Patron data in Create lists.

Status: Discussed Resource Sharing Advisory Committee meeting on January 22, 2026.

Effective Date: Upon approval and date set for the completion deadline of poll for additional staff includes.

Action Item #3: Include "Get Our Mobile APP" In Discover toolbar.

Background: There is currently no promotion of the Mobile app on the system wide Discover Catalog. Adding the button to the toolbar would inform patrons that it is available and promote use.
Issue: The toolbar is limited for space. We would use the slot for feedback.

Recommendation: Include the Mobile APP as a button link on the Discover catalog toolbar.

Status: Discussed Resource Sharing Advisory Committee meeting on January 22, 2026.

Effective Date: Upon approval and implementation