MID-HUDSON LIBRARY SYSTEM Resource Sharing Advisory Committee Meeting

Date: May 31, 2022

Location:

Committee members attending:

- Tammy Gaskell (Columbia)
- Wendy Tremper Wollerton (Columbia)
- ☑ Carol Bancroft (Dutchess)
- Rhiannon Leo-Jameson (Dutchess)
- 🛛 Kimberly Benjamin (Greene)

- □ VACANT (Greene)
- □ Jeanne Buck (Putnam)
- Deirdre Farabaugh (Putnam)
- Darren Lanspery (Ulster)
- Gillian Murphy (Ulster)

Staff Attending: Laurie Shedrick (MHLS), Rebekkah Smith Aldrich (MHLS), Kerri Carpenter (MHLS)

Minutes from <u>3/10</u> meeting reviewed and approved by <u>Wendy Tremper Wollerton</u>, seconded by <u>Carol Bancroft</u>. **10:04** Call to order

Discussion Items:

1. Missing Components Procedure

An issue had been raised by a member Library, that their items are being returned to them for being damaged beyond use when they are not. The concern is increasing the wait time for the patron and use of delivery services. The committee discussed what could be done to make the policy clearer and decided to start adding images to better illustrate what conditions are acceptable and unacceptable. The committee also recommends that directors discuss this with their staff.

2. Fines Policy Review

The committee reviewed the fine policy after there was some confusion about libraries being able to collect fines that were accrued at another library. The committee recommends adding the following revision as an Action Item for the Directors Association June 14th meeting:

Title: Fines Policy Review

Background: Patrons can and do use multiple libraries. Paying fines and fees at any library should be possible and is done in practice.

Issue: Our policy currently provides policy and procedures for managing some aspects of collecting and forwarding fines, but does not clearly state libraries may collect fines that are accruing from transactions at other libraries.

Current Fines & Fees Policy:

4. Fines & Fees

- A. If \$25 or more is owed to any one library, payment must be sent to the owning library.
- B. Fees / Manual Charges

• Should be forwarded to the originating library regardless of the amount. (Some examples include: fax fees, copy fees, fee for missing barcode, fee for missing case)

Collection Agency Fees must be paid in full-no partial payments.

~Approved by Directors Association 3/5/11

C. Libraries should not waive fines on items checked out at other libraries. Because we use the loan rules of the checkout agency it is no longer necessary for "Free" libraries to use the 'Waive Fines' button in check-in.

~Approved by Directors Association 2/5/09

Recommendation: Add the following statement to section 4. Fines and Fees of the Resource Sharing Standards:

All libraries in the Mid-Hudson library system, including fine free libraries, can collect fines that have accrued from transactions that have taken place in other member libraries.

3. Discrete Records for Print Materials

The committee discussed if and how to break out print materials when cataloging in order to take full advantage of Vegas capabilities. It is the committee's recommendation that print materials be cataloged by edition, rather than creating additional material types, but should not begin until Vega is in place. There will also need to be an increase of information added to the brief record in order for cataloging to be able to properly identify the item. The following Action Item for the Directors Association June 14th meeting:

Action Item

Title: Cataloging Discrete Version of Bibliographic Records. This includes trade paperback and mass market paperbacks and library bindings.

Background: In order to facilitate and expedite holds fulfillment, MHLS has created a single bibliographic record to represent editions of works that were similar in content but may have been different in format or slightly different imprints. This would allow holds to be filled by any linked item. The Vega discover platform allows a high level hold to be placed at the title level, or on a specific edition.

Issue: If our records are merged patrons cannot request a particular format or edition if they wish to. Moving from generic records to a more specific and closely cataloged collection will provide the ability to fill requests that are placed at a more granular level. Vega Discover changes the need to merge records to move hold requests.

Recommendation: Begin creating discrete bibliographic records for all discrete bindings (hardcover, trade paperback, mass paperback or library binding), aligned with the launch of Vega. Any new editions added will be cataloged according to normal cataloging practices. MHLS staff reserves final discretion and will work with member libraries to determine if a new record is required.

Example: The material type tab for Book includes all versions of the regular type print editions. A hold may be placed at the title level (blue button) or on a specific edition (white buttons). Placing a hold at the title level will create a hold on the most of available bib record in the group. Placing at the edition would place the hold for that edition only.

LIANE MORIARTY Big Little Lies	Big little lies Moriarty, Liane. Published: 2014-2015 English Follows three mothers, each at a crossroads, and their potential involvement in a riot at a school trivia night that leaves one parent dead in what appears to be a tragic accident, but which evidence shows might have been premeditated.										For Later Options
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Related Details											

Status: Discussed at January, March, and May 2022 RSAC meetings. Action item at April 2022 DA meeting and June 2022 DA meeting.

Effective Date: To be aligned with launch of Vega Discover catalog.

4. MHLS Updates

Laurie Shedrick updated the committee on Vega:

- Mahopac has been added as another pilot library, bringing the total to 6.
- Each week there are new releases to test but trouble shooting is discovering less issues.
- Patrons can now edit the home library and alias.
- Libraries have collection limits in the catalog.
- We are still waiting for consortium paging and display to be in place.

Rebekkah Smith Aldrich spoke on the Overdrive Committee:

- The roster is set and planning to meet over the summer.
- Will be discussing investment and collection development, including Cost per Circulation.
- Hopefully they will be able to report back at the September meeting.

Adjourn 11:22, motion by Rhiannon Leo-Jameson, seconded by Carol Bancroft

Next Meeting: Thursday, August 22, 2022