MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: March 21, 2016   **Location:** Mid-Hudson Auditorium

Committee members attending:

	AnnaLee Giraldo (Columbia)		Jeanne Buck (Putnam)
x	Stephanie Harrison (Dutchess)		Katie Scott-Childress (Ulster)
x	Julie Spann (Dutchess)	x	Julie Dempsey (Ulster)
x	Linda Deubert (Greene)	x	Robert Drake (MHLS)

Staff Attending:
Others Attending: Janet Huen, PPLD and Tom Lawrence, PPLD

Action Items:

1. Minutes from the January 27, 2016 meeting reviewed and accepted.

2. All action items from the January 27, 2016 meeting were sent to the MHLS DA meeting on March 4, 2016.

Discussion Items:

1. Courtesy Notices: Robert said that the notices will be active as of April 1, but from the time they are activated in Sierra, it will take approximately 3-4 days for the first notice to appear. The notice will read: "This is a reminder that item(s) on your account are coming due soon. Some items may be eligible for renewal. Please check your library card account online at http://search.midhudsonlibraries.org/iii/encore/?lang=eng or contact your local library for more information." The second sentence in the notice is new. Multiple items due on the same day will be digested into one email. Each notice will be sent 3 days before an item is due (and 1 day for short loan items such as museum passes). If a patron wishes to unsubscribe from the service, they will need to contact their library, and staff will have to explain that if they opt out of the courtesy notices, they will be opting out of all Sierra-related contact via email (such as hold pickup notices).

   Tom Lawrence told the committee that PPLD successfully uses Library Elf to provide the same service as the Sierra courtesy notices, but that Library Elf has more options for the patron to customize their notifications. He said that the cost depends on the number of users, and that PPLD pays approximately $300 per year for the service. Tom was going to explore the cost of Library Elf for the entire system.

2. Catalog Menu Mock-up: Robert showed the committee a draft mock-up of an expanded Encore menu. The committee liked the first draft, and Robert agreed to build a better prototype for the next meeting. A couple of changes that the committee discussed were changing the name for the "Articles" tab to differentiate between the "Database" tab, and changing the "Overdrive" tab to "eBooks & Audiobooks." Robert also mentioned that the links that currently exist at the bottom right of the page might change with the addition of the new menu.

3. System-wide online only library card: The Committee discussed the desire for member libraries to have the ability to offer an online-only library card which would allow people to access Overdrive, Zinio, and databases. If this option was offered system-wide by MHLS, the patron applying for a card

would automatically be assigned a card number by Sierra, which could potentially lead to an individual having duplicate cards. Highland Library and PPLD have interested individuals fill out an online application, and then a staff member checks for duplicate cards before assigning the person a number; they also require the individual to stop by the library and pick up the card before checking out physical material. Robert said the method used by Highland and PPLD could be duplicated for interested libraries by MHLS staff on a library-by-library basis. The committee decided to not recommend further discussion of a system-wide online only card at this time.

4. Length of time before items go to Billed status: Robert said that this was not possible. No action was recommended by the committee.

5. Formal definition of a Home Library: The definition of a Home Library relates to people who have MHLS cards but do not live in within the MHLS service area. P type and Home Library fields within Sierra should always match. Linda Deubert motioned to change the Resource Sharing Standards to reflect this updated definition, and Julie Spann seconded the motion. This change is to section 1 C of the Resource Sharing Standards.

6. Regional ILL requests: Relating to organizations borrowing and changing the due dates on items with a large amount of holds on them, the committee recommended that the owning library can choose to refuse to lend the item to the requesting organization, or to contact the offending person or organization directly. It is not feasible for MHLS to manage holds of this nature because they are made through Encore and not through the Sierra client by MHLS staff.

Adjourned 11:25 am
Next Meeting Wednesday, May 18, 2016 at 10 am
Minutes Submitted by Stephanie Harrison