MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: 8/19/13   **Location:** MHLS

Committee members attending:

☒ Sally Alderdice & Karen Garafalo (Columbia)   ☒ Jeanne Buck (Putnam)
☐ Daniela Pulice (Dutchess)   ☒ Julie Dempsey (Ulster)
☒ Carol Rodriguez (Dutchess)   ☒ Lois Skelly (Ulster)
☐ Linda Deubert (Greene)   ☒ Eric McCarthy (MHLS)

Staff Attending: Mike Nyerges, Merribeth Advocate
Others Attending: Tom Lawrence (PPLD), Janet Huen (PPLD)

Minutes from 6/26/13 were reviewed and approved by Carol Rodriguez, seconded by Karen Garafalo.

Action Items:

1. Resource sharing document has been cleaned up but still needs a careful reading to correct errors.
2. Consolidate wording from Resource Sharing document (Holds 4. and 8. Need to be combined)
3. Eric will send out "missing" lists yearly as well as check to make sure that this is listed in the Administrator's Toolbox as a regularly suggested list to run.
4. Eric will track long overdues to determine if the corrective actions taken resulted in improvement.
5. Julie will remind directors that it has been observed that "in transit" items are being checked out to patrons other than the person who requested the item. This creates problems with the hold and is and creates a poor customer service situation.
6. Eric will pull together a report on outstanding holds to help the committee in evaluating a change to the time limit.
7. Eric looking into whether multiple facets can be selected to limit searches in Sierra.

Discussion Items:

1. Length of time for outstanding holds was discussed. Currently they remain outstanding for two years. Committee would like to see this reduced to one year but felt we need some review and statistics before a recommendation is brought to the DA.
2. Re-organization of data fields in patron records is customizable by library. Libraries interested in changing these should contact Eric.
3. There was a question as to whether facets in Sierra can be reorganized. Eric said no they can't.
4. Discussion of what materials libraries choose to make "no holds" that do not follow resource sharing guidelines.

DA New Business:

Background: When we operate in offline circulation it becomes apparent that the resource sharing guidelines are not clear.
Issue: What can be circulated while using the offline client? Some libraries are checking out holds including other libraries materials and others only circulate their own materials.
Recommendation: To update OCIRC 1B from "*currently, it should be used for only offline checkout (not check-in or patron entry)'*" to "***Offline client should be used for checkout only including items from other libraries. Materials from other libraries are checked out at the risk of the check-out library***"

Next Meeting: 10/16/13

Minutes recorded by Carol Rodriguez