

Resource Sharing, Automation & ILL Advisory Committee Minutes  
May 27, 2003

**Present:** *Committee:* P. Keaton (Beacon), J. Knutsen (Highland), D. Pulice (Pleasant Valley), B. Snyder (Palenville), *MHLS:* J. Cohen, K. O'Brien, L. Shedrick  
**Absent:** W. Alexander (Rosendale), C. Briggs (Hillsdale), G. Thorpe (Cold Spring), S. DiLorenzo (MHLS)

**Materials Distributed:** Agenda, Regional Interlibrary Loan Code.

### **Topics Discussed**

Minutes from previous meeting were not available.

#### Old Business:

- Regional Interlibrary Loan Code

The committee was asked to review the revised RIC committee document on ILL code. The document was revised after the meeting with RCLS on March 12, 2003. The committee felt that the annotated document was responsive to all the issues previously discussed. Representatives from RCLS also said they would continue to work toward consistent policies in for all their member libraries.

- Rotating collections

Due to the number of holds being placed on these collections, especially DVDs and Books on CD, some new titles may have to be added to these collections.

#### New Business:

- III updates

2002 Phase III upgrades are due to be installed in July 2003.

Some of the preliminary features include: patron notes in the holds pop-up, a new Administrative module which will allow more statistical reports that will be downloadable into MS Excel, etc., adding e-commerce for fines, unattended back-ups for the system, new subject lines for notices, more indexes so notices can be sorted, a method of freeing records in Millennium, holds paging in Millennium, a method of toggling between Circ and Cataloging (each will use license, however), Acquisition upgrades, email as a hot link in patron record.. Other features will include a decrease in bandwidth requirements and automatic freeing of items that are busy each evening.

- Status on open calls

At present the most important problems the indexing problems and the loss of template settings when logging on.

#### Other

- My Millennium

When this is implemented there will be some choices that can be customized for patrons. These include the way the patron is notified for any contact (holds, overdues, bills). If patron picks telephone, there will be a print file generated with this information. If patron picks email, there will be a file generated that will need to be run to initiate the email being sent. This would have to be done, however, for the entire system. It is not available library by library. Another choice will be what fields the patron can actually change themselves on their patron record. This again will be a system default.

Next committee meeting: August 26, 2003  
Minutes recorded by Karen O'Brien

May 30, 2003

## **RECOMMENDATIONS**

The committee recommends that the library directors vote to direct the MHLS system board to accept the revised Regional ILL Loan Code.

The committee recommends that the patron not be given a choice of how they want to be notified from My Millennium. This should remain a library choice.

The committee recommends that the patron only be able to change telephone and email address on their patron record in My Millennium.