

Resource Sharing Advisory Committee meeting
August 26, 2005

Attending: Daniela Pulice, Laurie Shedrick, Karen O'Brien, Julie Johnson, Lisa Karim, Candace Begley, Gillian Thorpe, Julie Kelsall, Amy Raff, Tom Lawrence, Josh Cohen, Merribeth Advocate, Pat Lackaye, Nancy Foster.

Excused: Susan DiLorenzo.

Absent: Carol Briggs.

Minutes from May 25, 2005 meeting approved.

Old Business:

- **Launch OPAC**
 - September 1st OPAC will come up with new Syndetics add-ons.
- **Serials Project**
 - Currently about 2/3 done.
 - Date for switching on the holding statements and suppressing the holdings: September 1st (*See Action 1*)
- **Books on tape and CD record merging**
 - MHLS is not receiving communications from members regarding merging like items w/ same narrator, same number of pieces, etc... so managing this merging through member staff reporting is not effective.
- **Redefining patron code for blocking purposes**
 - Originally discussed at the 12/2004 committee meeting and reported to the DA 1/2005, the committee suggests this be implemented. Will be brought to a DA vote.
- **SAM update**
 - Last week at Kingston, made leaps and bounds in installation. L.Shedrick still has a listing of things to fix. Currently patrons and staff are in a learning curve for how to deal with SAM. Printing is the biggest issue.
 - Patron record updates: Some libraries want an indication in the patron records that an Internet Agreement has been signed, using the Internet Field (particularly for the Children's Rooms). L. Shedrick will investigate this further and bring an update to the next meeting. (*See Action 2*)

New Business:

- **Delivery cuts in response to Southeastern budget cuts**
 - Committee reviewed an accounting of the deliveries in a year to the stops that are proposed to be cut. Majority of those stops do not show significant amounts of traffic, only SUNY New Paltz and BOCES. T. Finnigan will discuss with Dutchess and Ulster BOCES about getting the GRASP packets into the BOCES network. There will be an update of this at the next meeting. (*See Action 3*)

- **Edifact**
 - MHLS has purchased Edifact software to help make the transition to the new standard for ISPN's. It will also provide richer order records.
 - Affects the libraries who use Millennium to send in their orders.
- **Downloadable audiobooks**
 - Some patrons are not able to get in to the NetLibrary site through the Dutchess County authentication page. PPLD considering having patrons register initially at the library. As other counties come live, will see if this problem is across the board.
 - Discussion of adding records to the catalog. There would be authentication issues for access, as not all libraries participate. May also be overlay issues. Any going in need to be tagged for possible removal later. Committee suggested targeting beginning of 2006 for addition to the catalog. Update at the next meeting.
- **Rerouting holds**
 - Some patrons want to change their hold pick-up agency after the item is in transit. Committee recommends that libraries do not do this. Only exception is when patron has made an error in choosing their pick-up agency. This will be added to the Resource Sharing procedures. *(See Action 4)*

Other

- **Broken holds**
 - Occurs when there is a hold at the Bib level, but you cannot trap for it. It exists on one record by did not correctly connect.
 - Innovative has an overnight process to delete these or we can continue to fix them when we get them. Committee recommendation to go with the overnight process and reinstate the holds. *(See Action 5)*
- **DVD seasons**
 - Due to hold issues arising, committee proposes that DVD seasons be bundled (not split), for patron ease.
- **Library Elf:** www.libraryelf.com
 - Patrons can subscribe themselves to this Canadian utility which generates notices for patrons, reminds them when things are due, etc... It has been discussed on the Innovative listserv and libraries seem to love it. Patrons can register their library to be part of it, so we need to be aware our patrons might be using it and of the ups and downs. It brings up issues for Innovative and privacy issues.
- **Live links and Featured Lists**
 - T. Lawrence demo-ed PPLD's live links to NY Times Best sellers.
 - Committee suggested member training for Featured Lists, along with training to use Reserves for listings of special collections (ex: Christmas music). *(See Action 6)*
- **Millennium licenses**

- Background: MHLS has bought every library 2. Cost \$1500 each (libraries were charged \$150) and have to be bought in blocks of 10.
- New Paltz, Coldspring and Beekman on waiting list now. L.Shedrick will look for a 20% off sale.
- Committee recommends all libraries pay the maintenance fee (\$230 each per year) on all their licenses, (including their two 'free' licenses) to help generate funds for purchasing additional licenses. Would have to change the agreement for next year.
- **Delivery costs and holds**
 - Committee discussed the issue of are the patrons getting things faster for the cost, or are we creating a cost by swopping copies.
- **OPAC wording for items that are no holds**
 - Committee suggested "Local Copy – no holds"

Drop-off items from

- **Out-of- area libraries**
 - If a patron returns an item to a member library that was borrowed from a library not in our delivery region, the committee recommends that the individual library deal with it, not send it to MHLS. If in doubt if this is actually an ILL item missing the paperwork, call MHLS ILL Dept. for clarification – do not just put into the delivery.

Actions

1. L.Shedrick will institute the new serials procedure on September 1.
2. L. Shedrick will investigate using the Internet Field in the patron record to indicate if the patron signed an Internet Agreement, and report at next meeting.
3. T. Finnigan will speak to Ulster and Dutchess BOCES about the GRASP packets, and send a report to the next meeting.
4. L.Shedrick will add info on rerouting holds to the Resource Sharing Procedures.
5. L.Shedrick will arrange with Innovative for the broken hold overnight process.
6. L.Shedrick will arrange training on Featured Lists and Course Reserves.

Next meeting: Monday, December 12, 2005 at 10am. New topics to include in agenda:

- How to enforce the bibliographic standards:
 - T. Lawrence suggested that Central Library funds might be used for tech services staff to do a periodic overview of problem areas, and will speak to J. Huen about the practicality of this.
- What kind of procedure can we have to enforce the resource sharing / circulation rules when members do not follow procedures.

Report to DA from the Resource Sharing Advisory Committee meeting of August 26, 2005:

- September 1st is date for new OPAC display and for suppressing serials holdings.
- Redefining patron code for blocking purposes: Originally discussed at the 12/2004 committee meeting and reported to the DA 1/2005, the committee suggests this be implemented. Will be brought to a DA vote.
- New standard set for ISBN's. MHLS has purchased Edifact software to help make the transition. It will also provide richer order records. Affects the libraries who use Millennium to send in their orders.
- Rerouting holds: Some patrons want to change their hold pick-up agency after the item is in transit. Committee recommends that libraries do not do this. Only exception is when patron has made an error in choosing their pick-up agency.
- Broken holds: Occurs when there is a hold at the Bib level, but you cannot trap for it. It exists on one record by did not correctly connect. Committee recommends we go with Innovative's overnight process to reinstate the holds.
- DVD seasons: Due to hold issues arising, committee proposes that DVD seasons be bundled (not split), for patron ease.
- Library Elf: www.libraryelf.com: Patrons can subscribe themselves to this Canadian utility which generates notices for patrons, reminds them when things are due, etc... Patrons can register their library to be part of it, so we need to be aware our patrons might be using it and of the ups and downs, including privacy issues.
- OPAC wording for items that are no holds: Committee suggested "Local Copy – no holds"
- ILL items from out-of-area libraries: If a patron returns an item to a member library that was borrowed from a library not in our delivery region, the committee recommends that the individual library deal with it, not send it to MHLS. If in doubt if this is actually an ILL item missing the paperwork, call MHLS ILL Dept. for clarification – do not just put into the delivery.