

MID-HUDSON LIBRARY SYSTEM
Resource Sharing Advisory Committee Meeting

Date: March 4, 2021

Location: Go-To Meeting

Committee members attending:

Committee Chair: Jeanne Buck

Vice Chair: Laurie Shedrick

Columbia County: Tammy Gaskell

Dutchess County: Brian Avery and Rhiannon Leo-Jameson

Greene County: Debra Kamecke

Putnam County: Jeanne Buck and Dede Farabaugh

Ulster County: Darren Lanspery

Called to order

Motion to approve minutes made by Brian, seconded by Tammy. Approved

Discussion Items:

Missing Components Procedure: it is recommended that a training period be allowed for library staff and that libraries be in compliance by April 1.

Some details may need to be re-worked.

Libraries who did not vote on the procedure and who disagree with it should refer to *Resource Sharing Standards Violation: Approved Procedures* found in MHLS Knowledge Base.

APATIDS: Discussion around updating the procedures to include how to handle cards for businesses and institutions. How will APATIDS for these be defined? There is currently no consistency among libraries in how to do this. If they are going to be restricted to physical item use, there will have to be a new ptype set up. This will be on the agenda for our next meeting.

Periodical Question: To further clarify, the following categories will now be available: Travel Guides, Magazines/Journals/Newspapers, Directories, Study Guides, and Periodical Other.

Lost Materials: rewording is recommended for commerce; should be e-commerce.

Attaching Notes to Items: Permanently attached notes (including tape and stickers) may only be placed on an item by the owning library. Discussion about whether this should be added to the Missing and Damaged Components Procedure.

Further discussion/action tabled until the next meeting.

Overrides / Stops / Change of Due Date

- A. Only directors or their designated representative(s) can override messages, to prevent abuse. The director is responsible for all overriding done at their library. ~Amendment approved by Directors Association 12/7/07. No changes recommended.

- B. Loans can be extended on your own materials. For materials that your library does not own, loans can be renewed for up to two loan periods as long as there is no demand for the item. ~Approved by Directors Association 12/2/201
Discussed changing wording along the lines of the following: Changing a due date can only be done by the owning library.
- C. An override of a hold is required when a patron presents an item for checkout where a hold exists. Staff must choose “proceed with checkout” when presented with an item which attempts to trap for a holds, regardless for whom the hold is for. ~Approved by Directors Association 2/6/13.
Discussed changing wording to: Holds may be overridden when a patron presents with an item at the desk.

Discussed wording changes going to the D.A.

Loan Rule Table: Loan rule space is running out. Options to address this include equally distributing the number, using a formula for a base level number with any additional numbers being distributed as needed, or distributing the spaces proportionately. All libraries should review their loan rules with an eye towards eliminating those no longer necessary or consolidating those that can be consolidated.

A request was made that Laurie provide a detailed breakdown of the loan rules to each library. She will do a test run with two libraries from the Resource Sharing Committee and then come up with a plan. To be revisited at a later meeting.

MHLS Update from Laurie:

There is a test link on Innovative for the Vega platform. The site will likely go live later in the summer with some additional tests available probably in May.

Motion to close by Jeanne; second by Brian