

CLN Loans Meeting Minutes for October 19, 2021 – 9AM

Present: Wendy, Bridget, Jennie (McCullough), Karen, Michelle, Emily, Gary, Lise, Jeni C (Brooks), Jill T, Sue, Holly, Cathy, Kathleen

Billing for Lost and Damaged Books:

The group briefly went over the process for billing consortium libraries for lost and damaged books. This practice was put on pause during Covid, but the loans group decided it is time to begin billing again.

Holds Algorithm:

There were some rough starts to the experimental holds algorithm. Some libraries went from large lists to no holds to pull at all for a while. Wendy stated that preliminary reports appear to show that those issues are leveling out, but cautioned she would need to look closer over the next few weeks.

There was also a problem with some of the holds to pull; which were showing up on more than one library's list. This sometimes led to an item getting pulled at a library other than the home. Sue stated she put a ticket into Bywater for this problem, and it appears to have helped.

If any library is having trouble with this issue in the future, please try to get screenshots and send it to Sue or Wendy.

Westminster West is half way through cataloging their collection. Their target date to finish cataloging is Dec 31st, but it could go into January 2022. They will need help with training on the staff client once they are ready to go live.

Auto Renewal

There was some discussion about an upcoming auto-renewal option. Wendy stated that this should be part of the next upgrade AFTER the November upgrade. She shared that each library would be allowed one notice to go out with the first renewal. Individual libraries can word it as they wish.

Some pros and cons included: Cons: Patron confusion with renewal notices on top of billing notices. Concerns that patrons will not return items, assuming they will be constantly renewed. Lack of accountability.

Pros: Ease of use. Happy patrons. Helps with fines forgiveness

***Please see additional note below not brought up at the CLN meeting.

*** Just a note of concern from our librarian, Janet, when I discussed auto-renewal with her today--- Libraries choosing to use auto-renewal would increase their circs; while others not choosing AR would not increase. This would cause a discrepancy in statistical reporting; which would impact comparisons between consortium libraries.

Bridget will be sending out a Doodle Poll regarding auto-renewals. It was noted this is not a "now or never" decision.

To Accept Replacement Books or to Not Accept Replacement Books

Karen shared that Rutland recently received a book in the courier bags as a replacement for a damaged book at another consortium library. The book was one with the same title, but not the same ISBN. This causes re-cataloging issues. The book Rutland received was also a paperback, when a hardback was damaged. This type of thing has happened many times with Rutland in the past, thus changing their policy to "no replacements". Rutland decided to keep the book recently sent to them (as they understand the other library sent it in good faith), but wanted to explore further whether there should be a set consortium rule regarding how CLN libraries get compensated for lost or damaged items.

It was mentioned (sorry I do not remember who brought this up) that perhaps we should use the same rule that is used for ILLs; which is, all lost or damaged items must be paid for with a check made out to the lending library. Everyone agreed this is the best course of action. In the future that is how all CLN libraries should approach reimbursement.

Annual Meeting

Jennie (at McCullough) reminded everyone that the Annual Membership Meeting is next Tuesday at 9am. There are links on Basecamp to attend. Every library must have at least one staff member/colleague attend. This is mandatory as per the membership agreement. Wendy reminded everyone that each library gets a vote; so it is important to attend for that as well.

Test Server

Wendy told the group that new changes being added to KOHA on the next upgrade, are now available on the test server. She said feel free to access the test server to get a closer look.

Wendy put a link to the test server on Basecamp in the loans section.

Next Meeting: Tuesday, Dec 7th 9am.

-Submitted by Karen McDonnell-Rutland