**Catamount Library Network – Loans Meeting: 02/01/22**

**Facilitator: Bridget Stone-Allard (Georgia Public Library)**

**Present**: Holly Hall & Cathy (DRML), Wendy Sharkey (Bennington), Emily Zervas (Putney Public), Gary Mercy (Morristown Centennial), Jill Tofferi (FML), Karen MacDonald (Rutland), Kathleen Baird & Maria Heinz (NW), Lise Cavanaugh (Westminster W), Michelle Willey (Waterbury), Tammy (SPFLD)

**Call to Order:**

Bridget @ 9:32

**Review and Additions to the Agenda:** none

**Loans Group leader:** Bridget happily agreed to continue in this position. Meeting time for her will be 9AM – 10:30AM as she needs to open GP @ 11AM.

**Volunteer to take minutes:** Jill Tofferi for today’s meeting

**Discussion of possible new settings since the last upgrade to Koha:**

* Holds history – **YES**
* Holds reminder - **YES** with Day 5 of a waiting hold the day this notice is released to the patron
* Supplying a reason for cancelling a hold – **NO**

***(Motion made by Wendy and seconded by Karen to adopt the changes as indicated above. Unanimous affirmative vote.)***

**Patrons requesting modifications to their account:**

Those with the permissions, at least weekly, should click **“Patrons Requesting Modifications** found at the bottom of a KOHA page. Look for their library in the list and Accept or Reject requests

**Purchase suggestions:**

At the bottom of the KOHA screen you will see. **“Patron Suggestions”** if there are any for your library check the box next to the patron’s name and reply using tabs at bottom of the page.

**Snowshoes:** discussion ensued related to policies to share and cataloging best practices.

A new **“Item Type”** was suggested for Snowshoes. Upon discussion it was decided that a generic Item Type as **“Sports Equip”** could fit many needs. This would be library specific - from “HOME LIBRARY” only, allowing each library to set their own circ rules. Wendy will take this discussion to the Cataloger Group.

* **Cataloging Pros:** Consistent circulation and able to see what is available at your library
* **Cataloging Cons:** Mish-Mash of records and different loan limits

**NEXT MEETING: April 12th @ 9AM – 10:30 AM** Mark Your Calendars!

Adjourn: 10:11AM

Respectfully submitted,

Jill Tofferi

***Remember it is by your participation that you get the system that best fits your needs.***