

## **V-Cat Cooperative Circulation Committee Meeting Notes**

**Friday, July 8, 2022 – 10 am to 12 pm**

**Call to order:** The meeting was called to order at 10:02 a.m.

**Attendees:** J. Jochimson, V. Roberts, M. Pregler, K. Roesler, L. Renel-Faledas, H. O'Hare, and K. Zimmerman

**Agenda approval:** H. O'Hare, moved to approve the agenda as presented. M Pregler seconded. Motion carried.

**Item status survey results:** K. Zimmerman mentioned 13 libraries answered the status survey. Of the 13, no one uses the following statuses: catalog department, horizon claim, ILL returned, on search. The committee discussed the possibility of removing some statuses and decided that more libraries are needed to make a consensus. Discussion of the possibly merging the four "cleaning and mending" took place. Zimmerman mentioned it is unknown how Aspen displays "on display" items. She also mentioned she would push the survey again.

**Conversion of juvenile records to adults:** Zimmerman asked the committee to hold discussion of the agenda item until further information can be gathered. The committee questioned the legality of moving fines from juvenile cards to their parent(s) accounts.

**Patron records:** V. Roberts mentioned she is compiling data from library card applications sent in.

**Processing fees:** Zimmerman mentioned only a handful of libraries are using processing fees. Of those, they are all using them for replacement items purchased. A list was provided.

**Automatic Overdrive Record Merge:** Zimmerman mentioned Overdrive is working on identifying patrons by patron number instead of barcode. Doing this will make it possible to automatically merge holds when a patron changed their barcodes. However, if Sierra had a complete outage, Overdrive would not be accessible to the public until the outage is fixed.

**Standardize checkout periods:** Zimmerman stated there has been a request from one library to allow 21 day high demand for juvenile books. She mentioned currently, there are 21 holds on 1,471 new juvenile items. Consensus was to send out a survey to gauge interest in the topics discussed. The survey would include interest in high demand juvenile books 14 or 21 day circulation and classifications of young adult collections.

**Create list templates:** Pregler will assist in creating templates. Pregler and Zimmermann will meet to work on the project.

No other discussion was held.

**ILS Admin Report:** Zimmerman brought the following topics to the committee for feedback:

- best practices for linking patron accounts.
- a separate search for phone/address/e-mail address would be helpful in Sierra.
- automatically run paging lists every morning around 6 a.m.

- the possibility of two name fields in Sierra, preferred name and legal name (Some committee members noted that legal name is needed for billing procedures/)
- a hold consultation with Sierra.

**Future agenda items:** Are there any fields in Sierra patron record templates for creating new patron records that don't need to be there?

O'Hare moved to adjourn at 12:12 p.m. Roesler seconded. Motion carried.