

MORE OPERATIONS Committee Minutes (*unapproved*)

August 27, 2012

IFLS

Summary of Actions

1. **MOTION** (Miller/Greatens) to recommend retaining 3 years of fine history (current and two previous years) and archive the remainder; **PASSED** by voice.
2. The MORE Circulation Policies chart will be sent to the libraries for revision.
3. Individual libraries are asked to contact Lori Roholt if they want to change the JUV to Adult pmessage to a block.
4. **MOTION** (Furo-Bonnstetter/Drkula) to include graphic novels and large print in the OPAC book scope; **PASSED** by voice.

Attending: Maureen Welch (IF), chair; Leslie LaRose (AU); Bridget Krejci (BB); Laura Miller (EC); Chris Byerly (FR); Christy Rundquist (PE); Mark Drkula (RL); Mary Greatens (RF); Karen Furo-Bonnstetter (WO); and Kathy Setter (MORE) ex officio.

Absent: Virginia Kujawa (ME); Jennifer Rickard (NR); and Jane Miller (PR).

Also attending: Regina Arndt (AL); Renee Ponzio (EC); and Laura Anderson (RL).

Call to order: Meeting called to order at 1:34pm by Chair Maureen Welch.

Volunteer to take minutes: Chris Byerly agreed to take minutes for the meeting.

Quorum: Established.

Compliance with Open Meeting Law: Compliance with Open Meeting Law was satisfied.

Approve agenda: **MOTION** (Rundquist/Furo-Bonnstetter) to accept agenda; **PASSED** by voice.

Approve minutes: Byerly noted that she had attended the April 30 meeting. **MOTION** (Drkula/Byerly) to approve corrected minutes of April 30, 2012; **PASSED** by voice.

Issues/announcements from other MORE meetings/committees: None

Announcements: None

New Business:

Introductions: Completed

Report on Sierra: Staff is asked to pay attention to abnormalities in overdues, in transit, and checkins-checkouts, particularly during periods of updates. OWLS and NWLS will upgrade to Sierra this fall and WVLS has chosen Sierra

Customer service issues: Staff is asked to post to the IFLS Help Desk for better response to issues.

Fine history: With Sierra the size of the fine history file expanded enormously, back to 2006. Older fine histories can be archived and save to an Excel file. **MOTION** (Miller/Greatens) to recommend retaining 3 years of fine history (current and two previous years) and archive the remainder; **PASSED** by voice.

Fines on DVD & VHS material types: There are differences among the libraries for fines charged on DVD and VHS materials. The MORE Circulation Policies chart will be sent to the libraries for revision since its last update was 7/10.

Block vs. message – pmessage JUV to Adult: The pmessage JUV to Adult can be made a block which would push patrons to update their juvenile registration information. Individual libraries are asked to contact Lori Roholt if they want to change the JUV to Adult pmessage to a block.

Book scope on OPAC: It is possible to add graphic novels and large print titles to the OPAC book scope. **MOTION** (Furo-Bonnstetter/Drkula) to include graphic novels and large print in the OPAC book scope; **PASSED** by voice.

Continue review of Circulation policies and decisions manual: It was decided that the most productive way to review circulation policies is to look at the MORE Training page. Future meetings will focus on review of the posted documents.

Set next meeting date: Monday, November 5, 2012 at 1:30pm, Woodville Public Library

Issues and assignments for next meeting: MORE Circulation policies chart; MORE Training page documents

Adjournment: 3:15pm

Respectfully submitted,
Chris Byerly