

MORE OPERATIONS Committee Minutes *(unapproved)*

May 13, 2013

IFLS

Attending: Maureen Welch (IF), chair; Laura Miller (EC); Virginia Kujawa (ME); Mark Drkula (RL); Diane Bergeron (CF); Christy Rundquist (PE); Kathy Setter (MORE) ex officio; Jennifer Rickard (NR); Mary Greatens (RF); Karen Furo-Bonnstetter (WO); Christina Jones (AL)

Absent: Jane Miller (PR); Leslie LaRose (AU); Chris Byerly (FR)

Also attending: Renee Ponzio (EC); Lori Roholt (MORE/IFLS)

Call to order: Meeting called to order at 1:30 pm by Chair Maureen Welch.

Quorum: Established.

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

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

Approve minutes: **MOTION** (Miller/Rickard) to approve minutes of February 25.

PASSED by voice.

Issues/announcements from other MORE meetings/committees: None

Announcements:

Kathy Setter and Lori Roholt summarized their recent attendance and participation at the IUG Conference. One new interesting outcome of a change of leadership at III is that the MORE Consortium will have its own liaison to handle our unique issues. Next years' IUG conference will be held in Detroit, MI.

New Business:

Billing schedule: The MORE ops discussed the need to have a "standard" amount of days overdue in which items should be billed. Although the Circulation Manual recommends completing "bills" once weekly; this is not necessarily happening. This "once per week" should be the standard and will be communicated to MORE Libraries. Libraries are encouraged to contact IFLS/MORE staff if they are finding "0" bills to problem solve if there is an issue preventing this process from running correctly.

Text of overdue notices/bills: Eau Claire, Menomonie and a few other libraries has language on their bill statement as such:

All replacement items will be purchased by _____ Library. Due to the nature and cost of processing, the _____ Library will not accept outside replacements for the item listed.

MORE Ops committee recommended adding this similar text to 2nd overdue notice text, as well as Bill statement for all MORE libraries. (Furo-Bonnstetter/Greatens). Approved MORE/IFLS staff will send out draft to all libraries and ask for comments before replacing text. It would be helpful that the MORE Circ policy "chart" be specific on which libraries would consider replacements.

Outstanding holds procedure: Maureen found item level holds "stuck" on withdrawn or available items (e.g. volumes). There are several methods in which to transfer holds.

One resource to look for how to do this transfer is on the MORE training page: View Outstanding Holds. Maureen can also be contacted if questions. MORE operations suggested this would be a good webinar training session.

Lost/Paid report: Lori Roholt created a spreadsheet of all items lost/paid in the Consortium. She will provide these spreadsheets monthly to all libraries. This spreadsheet can be used to determine if one

libraries' item(s) were paid for at another library so that proper reimbursement can be made to the owning library. These spreadsheets will be kept on the MORE Stats Page.

MORE OPAC web page: Discussion held of e "blog" as a PR type tool to encourage reading which is currently being used by OWLS. MORE committee asked MORE/IFLS staff to find out more details on how this is going at OWLS and to possibly share as an agenda item with the Collection Development committee.

Another webinar suggested by MORE Ops was a "tour of the OPAC".

Question was raised about a possible OPAC scope to more easily find fiction and/or non-fiction.

Issues and assignments for next meeting:

Set next meeting date: Monday, August 26th, 2013 - 1:30pm at Rice Lake PL.

Agenda completed.

Adjournment: 3:15 pm

Respectfully submitted,
Laura Miller