

MORE Administrator's Report

November 2018 – MORE Directors Council

Year-End Data Clean-Up

Thanks to all who have submitted your preferences for cleaning up item and patron records as we look forward to compiling annual report data. The last few TWAM newsletters and an email from Bridget sent on November 5 contain more details.

As in years past, IFLS staff will compile and pre-fill as much information as we can gather for your annual reports. Typically, this is done by the time the electronic forms are open to you in mid-January. It is a good idea to check our work, though of course we strive for accuracy. All libraries are likely to see a larger-than-normal decrease in your registered borrower counts as a result of MORE's new Electronic [Patron] Record Retention Policy, approved in September. Because old fines and fees have been waived, long-unused patron records that had been retained because of money owed will now be eligible for deletion.

Fines Waived per MORE's Electronic Record Retention Policy

Speaking of waived fines and fees, here's the round-up:

- Fines 5+ years old waived: \$359,843.24 from 32,888 patron records
- Replacement and manual fees 10+ years old waived: \$260,278.55 from 5,753 patron records

I will continue to waive fines and fees monthly as they reach the policy's age limit.

MORE Cataloging Options

Watch for forthcoming information about training for those choosing certification (cataloging option 3) and instructions for those choosing CABS (cataloging option 4). There's still time to opt in to CABS. Please let me know if you have questions about your library's cataloging work.