

AAC Meeting Minutes
March 9, 2022

Attending: Jill Dugas Hughes (EGRN), Joe Thornton (UHLS), Catherine Stollar Peters (BETH), Alex Desourdy (RCSC), Jane Chirgwin (RENS), and Mary Klimack (NGRN)

Meeting started at 9:03 AM.

Automatic Renewals

- Discussion about Automatic Renewal; no complaints received.
- Still outstanding: Text message notice language for overdues; what language is included and do we need to make changes?
Action- J. Thornton will research and email the committee the text message language for overdue notices and hold pick up notices. Committee will review both and make recommendations for any language updates, if needed.

Loan Rule Standardization

- Discussion about an email received from a member library director that there has been some confusion about loan rules for items that were checked out at a non-owning library, based on stickers on books (ex. 14 day sticker (owning library), 7 day loan (lending library)).
Action- J. Dugas Hughes will send out Loan Rule Standardization Document (10/29/2019) to committee to review and update if necessary. Next step will be sending the document out to the DA reminding everyone that we have “best practices” for loan rule standardization in place.

Fine-Free

- Discussion about Fine Free. To-date: 20 libraries are fine-free, and 9 are not fine-free. One of the 9 libraries (RENSS) will be fine-free shortly.
- Question about fine thresholds- it seems like most libraries have a \$5 threshold, but others have thresholds ranging between \$10-\$49.99.
- Discussion about purging fines. UHLS is able to purge fines for libraries that make the request.
- C. Stollar Peters suggested that the committee draft a Fine Free Tool-Kit for Implementation. Committee was in agreement and felt it would be useful for libraries considering fine-free as well as those who are already fine-free who might want to tweak/evaluate their parameters. This tool-kit; ***“Nuts & Bolts: things to consider after deciding to go fine-free,”*** will include a list of logistical questions to consider when going fine-free and a recommended path for what to do next, after a library makes the decision to go fine-free. Brainstormed a list of target areas to include in the tool-kit: (item types, staff training/communications, expectations during transitional period, political landscape PR considerations, sample timeline, evaluation).

Action- J. Dugas Hughes will send out Google Doc with a skeleton outline of things to consider to the committee. Committee will add items to the shared document.

Minutes

Motion by J. Thornton to approve the minutes from the February 9, 2022 meeting as presented. Seconded by C. Stollar Peters. Passed (6-0).

Next Meeting: Wednesday, April 13 at 9:00 AM. J. Thornton will take minutes.

Meeting Adjourned at 9:59 AM.

Respectfully Submitted,
Jill Dugas Hughes