

UHLS Automation Advisory Committee (AAC) – Meeting Minutes

12/13/17

Attending: Mindy Fowler (SNLK, Chair), Deanna DiCarlo (UHLS), Jill Dugas Hughes (EGRN), Natalie Hurteau (BRUN), Ryan Moore (COLN), Catherine Stollar Peters (BETH), Michele Reilly (VOOR), Melissa Tacke (CAST), Joe Thornton (UHLS).

Call to order: The meeting was called to order by M. Fowler at 9:05 am.

Approval of October minutes: J. Dugas-Hughes moved that the minutes of the 10/11/17 meeting be approved. M. Reilly seconded. Motion approved.

POS/eCommerce: The committee identified a system-wide POS/eCommerce system as an area for future exploration. J. Thornton notes that part of the difficulty is in making sure that funds received in fines are distributed fairly to member libraries. J. Thornton will also explore the forms that this service could take (at register; via Encore; using web interface). Comments during discussion reflected a preference for ability to pay fines using a credit card in Encore rather than at register.

Standardized loan periods and fines: Committee reviewed and discussed spreadsheet of loan rules for non-new books. J. Dugas Hughes suggested creating a survey to send to Directors to gather information about member libraries' preferences. At January meeting, committee will discuss select issues related to loan of non-new books (board books, storytime books, summer reading collections, juvenile holiday books, number of renewals) and draft a survey requesting feedback, to be sent to Directors.

MyCard: M. Fowler reported that the Directors Association charged AAC with making recommendations to the DA regarding two separate issues pertaining to MyCards:

Use of MyCard at libraries other than issuing library: The immediate MyCard issue is a recommendation for guidelines for use of MyCards at libraries other than the issuing library. After discussion, the committee recommended that MyCards should only be accepted at the issuing library; libraries that do not issue MyCards may offer to sign patron up for a regular youth card, to replace the patron's MyCard, in accordance with that library's registration policies.

System-wide UHLS MyCard: Another issue for discussion charged to AAC by the DA was recommending parameters for a system-wide MyCard. AAC recommends that DA continue to explore loaning all Juvenile and YA materials fine-free regardless of patron type. Additionally, AAC will explore possibilities for a creation of a system-wide youth card or system-wide policy changes that would allow youth registration without a parent or guardian.

Next Meeting: Wednesday, January 10, 2018 9:00 am at UHLS (in the green conference room)

Adjournment: M. Fowler moved to adjourn meeting. M. Tacke seconded. Approved unanimously. Meeting adjourned at 11:00 am.

Respectfully submitted,

M. Tacke