

UHLS Automation Advisory Committee (AAC) – Meeting Minutes

7/13/18

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

Absent: Natalie Hurteau (BRUN), Catherine Stollar Peters (BETH)

Guest: Mary Fellows (UHLS)

Call to order: The meeting was called to order by M. Fowler at 9:08 am.

Approval of June minutes: J. Thornton moved that the minutes of the 6/13/18 meeting be approved. M. Fowler seconded. Motion approved.

MyCard: The committee reviewed feedback received on its initial draft proposal for eliminating barriers to youth access at UHLS member libraries.

We received 32 responses. The committee tallied the preferences expressed for different paths (if given):

Any	UHLAN MyCard	UHLAN Scholar Card	Eliminating Overdue Fines for Youth Material	None
4	12	4	10.5	6

We also received a number of questions and concerns (all listed below are paraphrased):

- Would parents be notified when their child has signed up for a MyCard or Scholar Card?
- Parents would have the ability to revoke their child's MyCard or Scholar Card; this is an access concern.
- The proposed Scholar Card parameters do not include students in private schools or homeschool.
- For the proposed MyCard, is it possible to limit item checkouts only if the child has a lost item?
- UHLS does not have the authority to eliminate fines on youth materials and/or to create a system-wide MyCard or Scholar Card that all UHLS member libraries must offer and accept.
- Participating in a system-wide MyCard, Scholar Card, or fine-free initiative should be an opt-in decision on the part of UHLS member libraries.
- How would a MyCard or Scholar Card affect existing youth library cards with lost items or overdue fines?
- How would the MyCard and Scholar Card models affect groups / multiple families?
- How would MyCards and Scholar Cards be renewed?
- What would happen to a patron's MyCard or Scholar Card record once they age out?
- How would MyCard or Scholar Card patrons be accounted for statistically in Sierra? How would the patron's home library be determined?
- The proposed MyCard / Scholar Card parameters would conflict with my library's current policy (i.e. regarding youth computer use).
- Introducing multiple cards (such as a MyCard or Scholar Card) is confusing for patrons.
- The Albany Public Library MyCard model should be expanded system-wide.
- My library already has an existing MyCard - would it be supplanted by a system-wide MyCard?
- Who would be responsible for lost items if a parent has not given permission for their child to have a card?
- I do not think that youth DVDs should be loaned to MyCard or Scholar Card patrons.
- Why are there limits to the number of items that can be borrowed on the MyCard?
- Why are adult CDs and DVDs not eligible for checkout on a MyCard or Scholar Card?
- Some families move frequently. How can we make it easy for patrons to return items once they live in a new place?
- I am concerned about how the proposed MyCard / Scholar Card would interact with my library's current policies.
- We need patron education about what it means to be "fine-free." Saying "no fines" then charging a replacement cost once the item is overdue for 30 days could be a shock to patrons.
- Would any of these options include suggested guidelines for handling payment plans for lost items?
- How would we work with BOCES to set up Scholar Cards?
- Clarify that MyCard / Scholar Card patrons would be able to check out any book or audiobook, not only youth titles.

- I am concerned that these options would impact my library's fine revenue.
- Why are children under age 4 not included in the proposed MyCard or Scholar Card guidelines?
- Some families see paying overdue fines as their way of supporting the library. How would these options address these types of patrons?
- I am concerned that some adults might use children's MyCards or Scholar Cards for their own use and possibly accrue fines for lost items as a result.

Next steps / feedback timeline:

D. DiCarlo will incorporate revised information and clarifications to the draft and send to the committee for review. Committee members are to submit any additional suggestions/corrections of the draft by **Tuesday, August 7** for discussion at our 8/8/18 meeting. AAC may also discuss additional avenues of collecting feedback at our 8/8/18 meeting. After any additional edits, committee members will send the revised draft to the following lists for additional feedback on **Monday, August 27**. We will ask that feedback be submitted by **Monday, September 10** so that feedback can be reviewed at the 9/12/18 AAC meeting.

Committee Email List	Date to Send Revised Draft to List	Feedback Deadline	Who Will Send to List
ASAC	8/27/2018	9/10/2018	Deanna DiCarlo
Cataloging	8/27/2018	9/10/2018	Joe Thornton
Circulation	8/27/2018	9/10/2018	Joe Thornton
DA	8/27/2018	9/10/2018	Melissa Tacke
YSAC	8/27/2018	9/10/2018	Mary Fellows

Committee member term renewals:

R. Moore's term was renewed for 2 years. The committee will recommend to DA that M. Fowler and M. Tacke are both renewed for 2-year terms. M. Fowler offered the AAC Chair position to another DA representative; M. Tacke will assume the duties of Chair, but asks that minutes be taken by another committee member.

Next Meeting: Wednesday, August 8, 2018 9:00 am at UHLS (in the green conference room)

Adjournment: M. Fowler motioned to adjourn. Meeting adjourned at 11:06 am.

Respectfully submitted, M. Tacke