

UHLS Automation Advisory Committee (AAC) – Meeting Minutes

11/13/2019

Minutes

Attendance: Mindy Fowler (SNLK), Michele Reilly (VOOR), , Melissa Tacke (CAST), Kathy Stemple (BERN), Catherine Stollar Peters (BETH), Joe Thornton (UHLS)

Meeting started 9:17am.

Waiting on Minutes from September 11, 2019—not approved at this meeting

Old Business:

Standardization – loan rules

M. Tacke discussed presentation of AAC loan rule suggestions presented to DA 1/1/2019. DA appreciated standardization suggestions. Noted it would be good to discuss further and implement some changes, with a large percentage of directors in support of move towards standardization (some after consultation with their board.) Potentially looking to DA vote for implementation next year, fall 2020. AAC will revisit recommendation and bringing forward to DA again before fall 2020.

UHLS combined events calendar

J. Thornton said UHLS will buy and will implement aggregated events calendar Burbio in January 2020. Cost is only \$100 per month for UHLS. Burbio: harvests calendar information. There is a need to customize export/import of individual library calendar events for UHLS usage (don't include non-library events, board meetings, closures, etc.)

New Business:

UHLS Delivery service

When UHLS courier delivery service was down, the issues were quickly fixed with large contribution by UHLS staff and many individuals from member libraries. New service is much more costly and will be discussed with DA. The changes with the courier service did bring a few issues to light.

“Problem item” standardized procedure

N. Hurteau asked to discuss on agenda. M. Tacke noted when sorting items at UHLS many libraries use varying procedures/forms/notes for dealing with problem items sent in bins (missing discs, scratched, etc).

C. Peters suggested to move discussion to Circulation Advisory Council. J. Thornton will add to circulation advisory council agenda.

Standardized OPAC notes for Museum Passes

N. Hurteau noted to M. Tacke after presentation to community group there is some confusion with display of museum passes.

Presentation in Encore is confusing with many library passes to many museums. Only two libraries restrict by their own patrons. Can there be standardization with call number, volume information?

Important to have pass restriction/pass use information in 500 Note field.
Use OPAC note only for limitation of who can check out. AAC would recommend to Cataloging Advisory Council.

- Check summary and use info in Bib records before attaching item
- Museum Pass name # (not COPY).
- Expiration in Volume.
- Only restriction of passes in OPAC Note.

J. Thornton will bring to Cataloging Advisory Council for input and implementation.

Are there other things like Museum Passes that should be standardized? Serial records. Cataloging already is aware of Serial records and updates as necessary. Any other bib records that might need to be standardized?

Next Meeting:

No December meeting. Next meeting January 8, 2019 at 9am UHLS.

Adjourn

M. Tacke moved to adjourn at 10:22am M. Reilly seconded.

Submitted by: Catherine Stollar Peters