

Resource Sharing Advisory Council

February 12, 2004

ATTENDEES: Betty Albright, Rob Carle, Jean Marie Cole, Dawn Geurds, Joan Hayes, Amy Maurer, Joe Nash, Gordon Noble, Audrey Tesariero, Joe Thornton, Mena Will, Amy Williams

MINUTES FROM JANUARY MEETING: Joe Thornton distributed the minutes from the previous meeting (January 15, 2004) and they were accepted without comment.

TELECIRC:

Joe Nash reported that COLN does about 100 calls a day.

Geoff said that BETH does about 20.

BETH puts inserts into books as they're loaned, which say that Telecirc is available.

Dawn asked if Telecirc works with all types of answering machines.

Joe Thornton will ask Jonathan.

Someone asked if we have enough phone lines to handle all the libraries when they enable Telecirc.

Joe will ask Jonathan.

Betty reported that BETH is "really glad we did" [switch to Telecirc].

One negative: we still have multiple voices doing the recordings

EMAIL ADDRESS IN PATRON RECORDS:

What is the purpose of the "Email name" field?

Is it possible to receive both email and standard (Telecirc & print) notices?

Joe T and Rob will find out.

We should send an email when a requested item is checked in at the receiving library.

COURIER DELIVERIES:

Requests are "way up." Can we renegotiate our contract with the courier for more deliveries?

When is the contract renewed?

Gordon: "Can we put a limit on the number of reserves one user can have?"

Rob: "Yes"

Jean Marie and Betty indicated that their directors and boards would not support limits being set on reserves.

PURPOSE OF DATABASE MAINTENANCE ADVISORY COUNCIL:

Joe T asked for a clarification of the purpose of the council. It was generally agreed that it's useful to meet to discuss specific operational issues and problems, in order to keep everyone informed, and to seek and/or share solutions.

INTERLIBRARY LOAN FIELD DAY:

Gordon invited everyone to the ILL Field Day on Tuesday, May 25 at the WSWHE BOCES in Saratoga Springs. It will start at 8:30 or 9:00 AM and go till 3:00 or 3:30 PM.

BRANCHES -- TROY & ALBANY:

We will set up the Troy and Albany libraries to give priority to their own branches for requests. We'll do Troy first. This requires a change to the circ_parameters table, and the addition of exceptions. We will ask Dynix about how performance is affected by the number of circ exceptions. At one time we had more than 1,000 exceptions, and requests took more than four minutes each. We've since upgraded to Horizon 7.3, which might help.

Joe Nash reported that the "new book" function works like "local request."

REPORTS:

Mena asked for two new reports: items in transit for more than fourteen days, and requests that have not been filled. Joe T will look into this.

REMOVING HOLD BLOCKS:

We discussed the script that Rawdon runs to remove hold blocks. This is necessitated by a Horizon bug.

SIZE OF "ADD BLOCK" NOTE FIELDS:

Gordon pointed out that all "add block" screens need larger note fields. Rob made the note field three times bigger during the meeting, but later found that there were other limits in the system that prevented the use of the entire larger field.

SIZE OF PULL LIST:

Amy Maurer reported that the size of the pull list (close to 200 today) is getting to be a big problem.

The meeting adjourned at 10:40.

The next meeting is scheduled for **Thursday, March 18, 2004 at 9:00 AM at UHLS.**