

Resource Sharing Advisory Council

May 10, 2006

Present: Betty Albright, Rob Carle, Jean Marie Cole, Dawn Geurds, Geoff Kirkpatrick, Debbie LaRose, Lorraine Smi, Joe Thornton

Minutes of the last meeting: Joe distributed the minutes from the previous meeting (March 21, 2006) and they were approved without discussion.

ILL Field Day: Joe reminded everyone about the ILL Field Day to be held at Hudson Valley Community College on May 17 from 8:30 – 4:00. The main topic this year is Copyright.

Patron purge: We discussed the April 21 purge of 91,000+ records from the patron database. There were only a couple of complaints from the libraries immediately after the purge, but we all agreed that it was a good thing to do. The number of patrons reported for each library is now much more accurate, and expired patrons can no longer use our subscription services such as online databases. UHLS will run purges periodically, and provide lists of potential purgees to the libraries before deleting any.

Plan of Service: Joe distributed the latest draft of the UHLS Five-Year Library System Plan of Service. Today (May 10) is the unofficial deadline for accepting comments from the advisory councils. Resource Sharing had commented through email and had no further comments at today's meeting.

Circulation anomaly: On 4/10 APLM had no items on their pull list. No other library reported a problem with a pull list that day. GUIL as seen this behavior occasionally, but the "missing" pull list items appear the following day. VOOR has seen the problem but the "missing" items never show up on their pull list. It happens so infrequently and would be so hard to replicate, that we decided to take no action now.

Patron questions/comments: Too many patrons ask for help through the *Questions/comments* feature in the HIP without providing their name, barcode, or any other identifying information. We talked about adding a new field or two (maybe required) to the input form, but finally decided just to add a blurb on the form that asks the patrons for name and barcode if they need our help.

Another circulation anomaly: Some libraries reported that if a patron pays for a damaged item at a location other than the item's home, and the circ staff does a "Checkin Damaged," the location, itype, and collection code of the item are all changed to those of

the checkin library. UHLS will try to replicate this problem and contact SirsiDynix for an explanation.

Another circulation anomaly: GUIL reported a strange occurrence:

1. Circ checks in an item with a hold on it
2. A hold slip prints
3. Circ staff sees a “Database integrity error” message
4. Item remains “on hold” (i.e. not checked in)

Geoff’s hypothesis: “There’s something wrong with the item.” The database integrity error indicates that Horizon probably undid the entire transaction, leaving the tem on hold even though a hold slip had printed.

Workaround: delete and re-add the item.

Actions: send problem item#’s to UHLS if this happens again and we’ll try to check it in.

Circulation reports: Dawn asked if we could add the day of the week to the display of the *Daily Circulation* report on the web reports page (<https://horizon.uhls.lib.ny.us/reports/>). Joe said yes, but pointed out that there are two reports that are soon to be available that might give Dawn (and others) what they want: a record of circ traffic to use for planning coverage at the Circulation Desk. The two new reports are:

1. [Monthly Checkins by Day of Week and Hour](#)
2. [Monthly Checkouts by Day of Week and Hour](#)

They show the aggregate totals for each weekday (Sunday – Saturday) of all weeks in a specified month. The reports are based on a *ReportSmith* report written by Geoff Kirkpatrick. A caveat: there may be more than four Mondays (or any other day) during a month, so you should consider that when reading the report.

Another circulation anomaly: ..but I can’t remember what it was, and it seemed so unusual and arcane that I think we can wait for it to occur again before exploring its cause.

Patron registration cards: Geoff asked, “Where do they go?” When a patron from one area (e.g. Albany) registers in another (e.g. Bethlehem), the registering library sends the registration card to UHLS. BETH gets very few back – many fewer than expected. Joe will ask at UHLS.

Schodack secession: We discussed the need to prepare for the possible restriction of service to Schodack residents by EGRN. Joe thinks that Schodack patrons will be allowed to request EGRN items for pickup at another library, but not allowed to check anything out at EGRN. Dawn thinks that Schodack patrons will not be allowed to request or borrow EGRN material no matter where they are. Joe will check.

The next meeting is scheduled for Tuesday, June 20, 2006 at 9:00 AM at UHLS.