

**Resource Sharing Advisory Council**  
**June 29, 2011**

**Present:** Sue Black (WTVT), Rob Carle (UHLS), Sarah Clark (APLM), Carolyn Fagan (TROL), Dawn Geurds (EGRN), Debbie LaRose (COLN), Carol Melewski (RCSC), Lisa Pitkin (GUIL), Virginia Prew (TROY), Gene Schatoff (WTVT), Mary Trev Thomas (BETH), Joe Thornton (UHLS)

**Standards:** We resumed our project of identifying circulation parameters that might be candidates for standardization. As we did at the last meeting, we looked at the “Circulation Parameters” report on the Ad Hoc Reports page (<http://horizon.uhls.lib.ny.us/reports/>) and looked at the parameters with two main questions in mind: 1) Is it a problem? and 2) Is it a realistic candidate for standardization? At the last meeting we finished the default settings for all parameters, and now moved on to the exceptions. All exceptions are based on Itype (the vast majority) or Btype. Because every library assigns exceptions to different Itypes and Btypes, and different values for each exception, the number of possible variations is theoretically infinite and practically enormous. As a first step toward addressing this possibly insuperable problem, we decided to try to reduce the number of Itypes. There are currently 68 Itypes, many of which are assigned to very few items. We decided on the following tasks:

- There are currently six ‘Fast-Add’ Itypes: FA02DAY, FA03DAY, FA07DAY, FA14DAY, FA21DAY, FA28DAY. We will recommend that we replace them with just one ‘Fast-Add’ Itype. The circulation staffs would enter the due dates when these are checked out, and the fines for all items with this Itype would be the same.
- We identified fourteen Itypes that are assigned only to a small number of items. They are: 6MONTH, ABKFN2, DLOAN, HLOAN, NRHLOAN, OWKNF, RENTAL, THLOAN, TWK0F, unk, VIDGAME, VIDSL, VIDT, YABKNFN. We’ll try to see which libraries are using those Itypes, and ask if they can be moved to another. The goal is to get the number of items using those Itypes to zero, and then possibly deleting the unused Itypes.
- To help with the task above, UHLS will write a report that enables the libraries to see which Itypes they’re using and the number of items to which each is assigned.

**Next meeting: Joe will look for an available Wednesday in August.**