

**Circulation Advisory Council**  
**November 1, 2017**

**Present:** Philip Berardi (GUIL), Rob Carle (UHLS), Mindy Fowler (SNLK), Sue Hoadley (WSTR), Debbie LaRose (COLN), Marion Pierson (EGRN), Carol Melewski (RCSC), Robert Sheedy (APL), Sylvia Taylor (BETH), Joe Thornton (UHLS)

**Paging Lists:** Debbie reported that COLN has one copy of an item but that it appeared 26 times on a recent Paging List. Joe, Rob, and Phil all remembered this coming up before, that there was an explanation for it, and that they don't remember what it was. It happens infrequently and so is not a big problem. Maybe at the next meeting someone will remember the cause.

**Patron Message:** Phil said that the Sierra *Patron Message* is no longer visible in *Encore*, and asked that we confirm that this is the case (i.e. that it's not there and we're just not looking in the right place).

**Online patron registration:** Phil described the really nice customization that GUIL (Jon Lorang mainly, I think) did with the Sierra *Online Registration* interface. Their version does some data validation before submission, and reformats the data sent to Sierra so that it's easier to modify at the Circulation Desk.

**MyCard:** One library (at least) has been checking out videos to other libraries' *MyCard* patrons, who should not be able to check out videos from any library. The library that was loaning them did so because 1) they were providing good customer service (the patrons had traveled to use their library), and 2) they didn't fully understand the *MyCard* rules. Further discussion:

- "Patrons have selective hearing. They hear 'no fines' but not 'no videos' or 'your library only.'"
- We need to remind all libraries about the *MyCard* constraints. Joe will send an email.
- The *MyCard* libraries should consider standardizing the rules.

**Courier question:** Sylvia asked if there is a UHLS policy about wrapping all media in rubber bands before sending them through the courier. It's time consuming and often unnecessary if the cases are substantial. Joe will ask Deanna, but I think the answer is that libraries should just use their best judgment.

**Sad news:** Our friend and great contributor and collaborator Jemma Ray-Gayle is leaving APL for a new (and we hope better) position. We will miss her tremendously.