

**Montana Partner Libraries
Conference Call Meeting Minutes
10 March 2009**

Roll Call:

Bitterroot Public Library: Nansu Roddy, Gloria Langstaff
Drummond School Community Library: Jodi Oberweiser
Flathead County Library: Patty Jones and Kim Crowley
Glendive Public Library: absent
Hearst Free Library: John Finn and Colleen
Miles City Public Library: Sonia Woods, Hannah Nash
Miles Community College: Ann Rutheford
Mineral County Public Library: Guna Chaberek
Missoula Public Library: Honore Bray
Frenchtown School Community Library: Steve White
North Valley Public Library: Renee
Polson City Library: Mary O'Brien
Lincoln County Library: Sami Pearson
Montana State Library: Ken Adams

Meeting was called to order at 12:05

Approval of Minutes

Minutes were accepted as presented

Additions to the agenda:

No additions

Agenda Items

- 1. Holds matrix:** Ken Adams asked the partnership how the circulations numbers changed since the new matrix was activated. Most replied that it was too soon to evaluate the changes.
- 2. Lincoln County 'going live' status:** Sami Pearson reported that the courier system was in place and would go live April 1, 2009. Ken said we need a document that sums up the courier route. Lincoln County's hubs will be Missoula and Flathead. Media sent to Lincoln County should be added to the Flathead crates for dispersal.
- 3. Transits lists:** Discussion about proper procedure. We just need to follow our procedures. Owing library puts hold on the trace lists. Question: Do we have the correct Partners contact list? Ken Adams said he would send the newest update.
- 4. Off-new fiction:** Much discussion about float new books and float return procedures. Question: How do we remove from the New-Book list? Answer: Follow our procedures.
- 5. Trace reports:** Question: How long do we wait to find item? Answer: Usually on an item by item basis. It is important to send Trace reports on a regular basis. We must eliminate manually when only one copy in system. Following our Standard Operating Procedure is most important.
- 6. Other business:** Request to all Partners to please put a proper library identifier on AV materials, not just a barcode. It is easier to identify the owning library. Missoula Public Library

ordered and will use a behind the counter DVD-dispenser unit for security reasons. The unit will replace the DVD 'binders and sleeves' used previously.

7. Schedule spring meeting: Spring Partners meeting will be May 7, 2009 at 4:00 or 5:00 pm in Bozeman.

8. Adjournment: Meeting was adjourned at 12:40 pm.

Respectfully submitted: Steve White – Frenchtown School & Community Library