

Partners Meeting
Billings, May 6, 2010

Chairman, Sonja Woods, called the meeting to order.

Roll call: All partner libraries were represented; Honore has a proxy for Hearst Free.

Others present were: Marlene from the Libby High School library, and Ken, Sarah, Bridgett, and Mary from the state library staff

Kim moved to approve the February 9th minutes as written. Seconded by Honore, passed unanimously.

Additions to the agenda:

Janice: Sub field "z"

Additions to SOP

Cheryl: Executive Committee

Elizabeth: barcode issues

Agenda items:

1. Problems with hold notifications and arrivals (Karl & Ken). Item is on hold for next agenda Ken will follow through.
2. Schools joining partners discussion. Marlene, from Libby high school is interested in joining. Profile: school library that is not a public library. Conclusion: partners participation is open to school libraries if they can abide by the SOP. Libby school library may be interested next spring.
3. Sub field "z". Janice discussed that there are problems with the sub field "z". Field "z" end of call number must use a "delimiter z" properly. Must be consistent in using this. It automatically creates it when you don't want it. Dynix created a lot of mistakes that would be a massive clean up. We need to be better educated about this sub field, and use it correctly. If you have questions about what generates a subset "z" call your cataloging mentor. Janice (Kalispell), Paulette (Missoula), and Melody (Lincoln County) have volunteered to answer questions.
4. Cheryl reported that the Executive Committee requests the partners help with the following:
 - a. Narrow "item types" down and take leadership narrowing "home locations", too over sized. Take a look, change, combine, omit.
 - b. Run your process long over due reports
 - c. Melody encourages us to develop a list of standard "item types" and put them in a SOP.
 - d. Melody will work with Bridgett (Mt. Library staff) to coordinate limiting item types.
 - e. Kim mentioned "please do not change circ rules" example: card/bookmark stating "Please do not renew due to being a popular 10 day item" sent in a book to her library

5. Elizabeth from Missoula bar coding issues; mainly appearance issues. Please do not cover the barcode with notes, and barcodes on the inside under the dust jacket are difficult to locate and scan. Elizabeth suggests having barcodes on the outside of the book. Front cover outside, upper left is preferred. It is easier for self-checkout, saves staff time, and is easier to inventory. Honore is happy to lend her barcode duplicator.
6. Sonja discussed partners in the Pilot Courier System. Maps of the project were circulated, showing the hubs and libraries that will feed into the hubs. Miles City will be a hub for the pilot, but would like to insure that the partners system remains intact regardless of the outcome of the pilot courier. Hopefully the systems will provide adequate statewide coverage of the inter library sharing at a reasonable cost and expedient manner. Sarah (MT State Library) said when the pilot grows it will become more cost effective. The courier sorts the materials, not the librarians. The model is a statewide ILL courier system that has just started after months of trying to figure out the right logistics. It will eventually include Bozeman and Missoula.
7. Committee to renew/update the Partners SOP: Karl (Missoula) is the Chairman, other committee members are Patty, Melody, Cheryl from NVP, Nansu, and Mary Kay. If you have any suggestions for the committee please send them to Karl by July 1st. The committee will share the results with the group as a whole for discussion before any action will be taken.
8. Cooperative Collection Development: Honore & Kim will co-chair this committee. Honore recommends we move forward and place this item on the agenda for the next meeting.
9. Sonja discussed taking of minutes during partners meetings. It has been easier to have the minutes taken by a staff member in her library during the meetings. Sometimes people can't make the meeting and it is their turn for minute taking, or people forget that it is their turn, whatever. She would like to suggest that whoever becomes Chairman consider having one of their staff members take the minutes.
10. Election of Chairman: Sonja was unanimously elected Chairman.
11. Sarah (MT State Library) said Bruce Newell wants us to know: "We are his Heroes"!
12. The next meeting is scheduled for noon on August 17th.

Meeting adjourned,

Nansu