

Minutes
Partners Meeting
June 24, 2011 12:00

Roll Call:

Bitterroot – Renee McGrath (proxy)
Drummond – Jodie Oberweiser
FCL – Patti Jones, Kim Crowley
Glendive Public Library – Dawn Kingstad
HFL – Mitch Grady
LCL – Sami Pierson, Anna Doyle
Miles City Public Library – Sonja Woods, Hannah Nash
Miles City Community College – Ann Rutherford
Missoula Public Library – Honore Bray, Elizabeth Jonkel
North Lake (Polson) – Marilyn Trosper
NVPL – Renee McGrath
Rosebud and BLC – Mary Kay Bullard
Mineral – absent

Guests:

MSC – Melody Condron, Amy Marchwick, Sarah McHugh, Ken Adams
Whitefish – Joey Kositzky, Anne Moran

Approval of May 5, 2011 minutes:

Honore (MSLA) asked why the 3 month waiting period to enter Partners that was discussed at the meeting was not included. No official motion had been made and passed. Sami (LCL) added that to today's agenda. Melody (MSC) asked that note-taker include the names of people representing libraries and note whether they are acting in proxy. Kim (FCL) moved to approve minutes as read. Mary Kay (Rosebud) seconded. Drummond, NVPL abstained from vote, all others in favor. Minutes approved as read.

Holds for terminally ill patients/patrons:

Renee (NVPL) asked the Partners to discuss whether terminally ill patrons who could produce a medical certificate documenting their status should be moved to the top of hold queues as a compassionate measure. Sirsi allows hold modifications. Melody (MSC) noted that transit issues could arise and hold modifications should not be made lightly. The box to allow modification would have to be enabled for all libraries. Kim (FCL) asked the Partners whether the situation would arise often enough to justify a policy. MSC offered to run tests on the potential for mix-ups, Partners agreed to consider the proposal in more depth later, but to work on a case-by-case basis for now, keep it informal.

Limiting the amounts on an item (i.e. DVDs):

Renee (NVPL) wanted to find out whether Partners would allow them to limit the number of DVDs their patrons could check out and whether that would then limit other Partners' patrons. Current policy states that patrons can borrow an unlimited number of items, but libraries can limit check-outs on new or temporary status items, or to delinquent patrons. Honore (MSLA) suggested that informal measures may be effective, e.g. a sign by a certain collection asking people to limit themselves to # items. Marilyn (North Lake) added that limiting at the circ desk may solve the problem as well. NVPL will look into informal measures.

Partners cataloging refresher course:

Sami (LCL) would like to have a live Partners cataloging refresher workshop not only to cover tricky things like Backroads of MT and manga series, but just little normal things that are slipping through, e.g. duplication of records for paperback/hardback. Melody (MSC) said that they were just discussing this. There should be something outside Partners or MSC meetings to ensure that the catalogers themselves can attend. Kim (FCL) suggested regional trainings.

MSC has a course planned for the Fall workshop, but it will be aimed at more advanced issues. They will be meeting next week and will discuss putting something together.

Over 2 month old item and patron reports:

Sami (LCL) suggests that all Partners consider checking the hold request reports for both patrons and items regularly – it would improve customer service and reduce the volume of purchase alerts. While some things appear for legitimate reasons (e.g. popularity, new releases, pre-release cataloging), items can go astray for a number of reasons, many of which are easy fixes. Melody (MSC) – some errors cropped up in the February system upgrade, so some may need fixing, but MSC can do that if they know there's a problem. MSC would be happy to help libraries set up the reports.

Mentor Program List:

Elizabeth (MSLA) agreed according to discussion at the last meeting to help create a checklist for mentors to help their prospective Partner libraries get ready. This list is supposed to cover higher-level topics and open dialog about expectations, not drown prospective members in detail.

They sent out a draft for review morning of 6/24. Please review and send suggestions to Elizabeth (MSLA).

Mentors:

Sami (LCL) asked whether we wanted a list of all libraries and their willingness to act as Partner mentors or not.

Partners decided to keep mentor/mentee matching informally run by the Chair, keeping in mind geographical proximity. Sarah (MSC) requested that sysadmins be kept apprised of matches.

Not issuing cards to patrons barred at other libraries:

The NVPL board is setting up a debt collection service and asked Renee to find out whether they could refuse to issue cards to patrons barred at other libraries. Kim (FCL) pointed out that patron records from other libraries are confidential; even though Partners *can* view them, the library staff should not be doing so. Amy (MSC) added that it is not possible to guarantee that it is the same patron even if all info matches. If a patron tries to use a blocked card at a different library from the issuing one, they have volunteered the information and may be denied borrowing privileges. Melody (MSC) suggested NVPL consult a lawyer if they wish to continue anyway – barring is a legal risk to the library as it risks lawsuits for discrimination.

Renee (NVPL) will discuss the matter further with her board.

3 month wait period on joining Partners:

Voting issue.

Honore (MSLA) moved that libraries interested in joining Partners should be participating members of the Montana Shared Catalog for 3 months before they become Partners to give them a chance to prepare and settle in before adding new policies and procedures.

Marilyn (North Lake) seconded the motion.

Discussion about where the rule should be added – bylaws, membership policy, or “How to Join” document which Elizabeth (MSLA) and Karl (MSLA) are creating. “How to Join” determined the best fit.

Kim (FCL) asked for a clarification of “participating.” Branches opened by a Partners library are automatically added to Partners because they are a part of a Partner, not a new institution. (More discussion of “participation” in later Whitefish discussion.)

Drummond, FCL, HFL, LCL, MSLA, North Lake, Rosebud in favor.

Bitterroot, Miles City Community College, Miles City Public Library, NVPL opposed.

GPL abstained.

Mineral absent.

7 in favor

4 opposed

1 abstention

1 absent.

Motion passed.

Whitefish joining Partners:

Sami (LCL) is acting as the Whitefish Community Library’s mentor and asked for questions.

Joey (Whitefish) asked whether the 3 month wait period applied to them and from what date the 3 months would be counted, from date of their application? It would apply because Whitefish will be a new, independent library. Sarah (MSC) confirmed that the 3 months should count from the beginning of their contribution to MSC. MSC can determine that date from system logs. That will allow time for training and the meshing of an additional library with the other Partners. Ann (Whitefish) asked whether that would be the same date as when they signed contracts with MSC and began training with their mentor. While they will, in this case, likely be close, they are not related. MSC

will follow the system logs. This is a new situation for MSC and they will offer all the help they can.

Joey (Whitefish) confirmed that they had emailed the plan for joining Partners. Some of the details are still in progress, but with the new Mentor Program Checklist they will sit down with Sami (LCL) to fill in gaps. Questions about the plan so far should be directed to Sami (LCL), who will help Whitefish address them.

Meeting adjourned:

1:20 p.m. Sami (LCL) will send out the notice about the next meeting.

Anna Doyle
Lincoln County Public Libraries