

**Montana Shared Catalog
PARTNERS**
Meeting Minutes, Phone Conference
Tuesday, December 13th, 2011

Call to Order

Roll Call:

Missoula- Honore Bray, Elizabeth Jonkel

Flathead- Kim Crowley, Patty Jones

Hearst- Mitch Grady

MCC- Ann Rutherford

Glendive Public- Dawn Kingstad

Miles City Public Library- Sonja Woods, Hannah Nash

Bitterroot- Nansu Roddy

MSC, Melody Condron, Ken Adams

Whitefish- Joey Kositzky

NVPL- Desiree Dramstad

Lolo- Jodi Christophe

North Lake County- N/A

Rosebud- N/A

Drummond- Jodi Oberweiser

Mineral- Guna Chaberek

Additions to the Agenda: Announcements (Melody), Holds Ratio (Kim)

Previous Meeting Minutes: Accepted as presented.

New Director: Desiree Dramstad, NVPL. Welcome!

Lolo Library will be going Live as a branch of Missoula Public, and will be joining Partners as soon as it can be scheduled with the MSC Staff.

Intransit Reports (Patty): please check items out to Trace after two weeks to clear the Transit list. Details are in the Partners Policies & Procedures.

Missing Hold Procedures/Trace (Elizabeth): possible changes to procedures. Items checked out to Trace are still holdable. Melody will check with other libraries in the system to possibly change the attributes on Trace. Missoula will continue to experiment with Trace and Missing-Shadowed.

Announcements (Melody): Missoula WoW bus is activated in Partners, Guna in Mineral will be opening an Alberton branch, Item Types in drop down menus are limited, Home Locations will soon be limited. Please use the Help Desk ticket system for reporting problems or issues.

Please do not tape transit slips to items.

Holds Ratio (Kim): tracking holds vs items for popular items like DVDs using the Purchase Alert Report. Continue monitoring the Purchase Alert Report, and send emails to Partners of popular titles/items as they occur. Item Type of DVD vs DVD-Short: some new DVDs are checking out for 28-days; those libraries might wish to consider having the 14-day checkout for new or popular titles. Ken and staff will arrange a training sheet explaining the Purchase Alert Reports.
Meeting adjourned.

Respectfully Submitted,

Hannah Nash
MCPL