

VALNet CIRCULATION MEETING MINUTES

May 9th, 2017

Prarie River Library-Lapwai, Idaho

Attendees: Lisa Puckett PRLD-LAP; Kim Ward PPL; Jessica Long CMP; Stacie Echanove LCLD-MOS; Bonnie Holland CHS; Rhonda Scott ACL; Becky Schmidt LPE; Carol Robinson OHS; Dani Brooks GCL; Angela Norman GCL; Kaitlin Cushman LEW; Della Gehring PHS; Lynn Johnson MVSD; Kari Kerns LDO;

*Meeting called to Order 9:03 pm

*Minutes approved from March 14th, 2017

*Members introduced themselves. Sad to see her go, but Congratulations to Becky Schmidt on her upcoming retirement. Vickie Coates will be leaving Lapwai High School, and has accepted the job at Lapwai Elementary.

I. VALNet Fines and Fees Experiment:

- a) Discussion regarding the Fines and Fees Experiment. It was decided that Kaitlin from LEW will create a survey.
- b) Reminder fees for lost and damaged books should be forwarded to the owning library via courier envelopes.

II. KOHA Update:

- a) Write off fine feature has changed. The feature no longer allows you to enter a different amount of money than what is being charged for the fine.
- b) Last borrower information will be available regardless if patron selects anonymous in OPAC account under privacy.
- c) Quick add is not quick, it does not automatically add the address after drop down information chooses.
- d) Lost Books have dropped off of patron's check out screen but is buried in account fines
- e) Discussion regarding overdue timing: 1 week=1st overdue notice, 14 days= 2nd overdue notice, 60 days item goes to lost on patron's account, 90 days item goes to lost long overdue.
- f) Problem with lost books dropping off of the checkout screen on patron's record, but the lost book remains on their account under fines and fees.

III. INFO on OPAC:

- a) Screen is huge.
- b) Info for item is not detailed.
- c) "Not-fiction" is listed instead of "Non-fiction"
- d) Carrousel of new books featured on main page.

IV. Director's Q about possible KOHA feature:

- a) It was discussed regarding possible shortening the length of borrowed time on new and popular books.
- b) Partners would have to all agree regarding the shortened length.

V. School Closures:

- a) Schools are preparing to close. Some will be filling holds during the summer. Any school items requested during the summer, if available, will be routed for pickup to the nearest public library. Contact your Sys Admin rep with any questions.

VI. Other Items:

- a) Please do not put due date slips on items from other libraries. Some libraries do not use due date slips. If you need to put a due date on an item from a different library use a **STICKY NOTE!**
- b) Please don't put items on hold for people who have fines and fees over \$5.00.

VII. Next Meeting Sept 12th 2017 Election of Offices.

VIII. Adjournment: 10:57 AM