VALNet Circulation Meeting

November 13, 2012

Prairie River Library – Lapwai, ID

Attendance: Ronda Scott, ACL; Bill Cox, ASH; George Williams, LCD; Lisa Curnutt, Dixie Alford, Kathie Heimerl, RIV; Lynn Johnson, MVSD#244; Bonnie Holland, CHS; Marcia Peayer, CMP; Becky Hosman, GCL; Colleen Olive, KHS; Kari Kerns, LDO; Heather Stout, LEW; Tina Sperry, LMS; Carol Robinson, OHS; Millie Wimer, PHS; Marilyn Josne, SRH; Michelle Berreth, WPL.

The meeting was called to order by Colleen Olive. 9:00a.m.

1. The Sys Admin committee
   George and Shayla are the chairs for the Sys Admin committee and will identify things to be addressed. Most of the big libraries have a library rep. Lyn from MVSD#242 volunteered to be the rep for the small libraries with Becky from GCL rep for the small public libraries.
2. Home users of Overdrive. Can they be identified?
   Bywater wants paid to fix this problem of identifying the home agency of who checked out the item where for reports. Contracts are in the works to be shared by CIN, another library system and us.
3. Fines. There is no report that will tell which branch took in money for other branches so to help with library budget reports please mark your fine envelops in the following way: To: KMS From: RIV with only lost or damaged books having actual paper work.
4. Discussion with CIN and INLG to collaborate on Koah – Lisa reported the plan is for VALNet and CIN at some point to be merged. Systems can't differ very much in order to make merging simple and the cost would be shared to keep the programs we have. The biggest difference is cataloging procedures at this time.
5. Authority control - Lyn reported the previous program we used will not work with the KOHA system so we will have to find a new company to use.
6. Cancelling holds – If you have an item from your library that patron brings to the counter and when checking out it comes up with a hold on it. DO NOT cancel the hold but check out to your patron first as not all holds are showing up on the holds queue. Holds will stay on for 7 days.
7. Overdue fines – If the patron has a fine and/or an overdue they should not have the right to check out books from other agencies. You are your own digression for your own books. If you are wondering about MIT's, when you check your transfers to receive it will give you your MIT's.
8. The procedure for a dropped student. If students leave please change to Drop and take out the APID. Policy is per actual library…if transferring to a public library please let them know as in the case of the ACL and CHS.
9. Multiple holds on a single title for a patron usually a teacher. The system will not let you place multiple holds for one patron. The items will have to be checked out under different names.

10. Other issues:

Can the patron's barcode be added to overdue notices? Yes it can but each library would have to have it done by their system administrator.

UP Dates – 3.8.6 comes out next week and gets rid of the grace period… 3.10 is released but we will wait until all the bugs are worked out before upgrading to it. With it the fine limits can be set from each agency.

Agencies need to pay attention to routing slips if hand printed. Please write clearly so letters are not mistaken.

Quick Delivery is going out of business as of November 30th. So the courier from that business will end at that time. Another company has been contracted to take over at that time so our courier service should remain the same.

Next meeting : Tuesday, February 12, 2013
Meeting adjourned. 10:30 a.m.

Minutes taken by Millie Wimer.