

VALNet Circulation Meeting

September 11th, 2012

Prairie River Library - Lapwai, ID

Attendance: Vicki Johnson, ACL; Claudia Jones, Lisa Curnutt, Dixie Alford, Kathie H, RIV; George Williams, LCD; Lynn Johnson, MVSD# 244; Colleen Olive, KHS; Karen Willis, CMP; Millie Wimer, PHS; Karie Kerns, LDO; Becky Hosman, GCL; Tina Sperry, LMS; Shelley McPherson, OHS; Robanna Brosten, Ana Smith, LEW.

The meeting was called to order by George Williams.

1. Election of officers for the upcoming school year.

- a. Election of a new Vice Chair. The Vice Chair elected in September serves as the Vice Chair for the 2012/2013 school year. Then they serve as the Chair for the 2013/2014 school year, then they serve as the Past Chair for the 2014/2015 school year.
- b. Election of a new Secretary. The secretary serves for one year and cannot serve more than two years in a row.

It was agreed at this meeting that Colleen Olive becomes the new Chair. George Williams becomes the Past Chair. Millie Wimer will be the Vice Chair. Ana Smith will be the secretary for one more year.

2. Colleen from KMS has a question about changing students extended attribute in Koha from KES to KMS. Is there a way to automate this?

This brings up the bigger issue of how to handle the extended attributes for students at schools. What needs to be done to make sure schools have the extended attributes set for students; what needs to be done when students move from one school to another.

At the moment, there is no way to change a batch group of students. The change has to be done manually. We need a report that generates patron information by old Voyager stat code then change the attributes as a group. George mentioned that Bywaters might be able to do this for Valnet.

What to do with students that graduate? Best option would be to delete senior students; the ones with fines can be contacted with owning library. A subcommittee created (Colleen, Lisa, George, Lynn, and Tina) will address the task of what happens to school patrons when they graduate, and who creates new voyager stats codes for them.

At the next Director's meeting (9/18/12) it will be discussed the need of having 6-7 system administrators in Valnet, to share responsibilities.

Lisa suggested that when creating reports we should keep the information consistent to be easy to identify.

3. **Terri from WPL would like the “**Holds to Pull” report to include patron’s names as well as the pickup locations added to it.** (The “**Holds to Pull” report is almost the exact same report as “Holds Queue” on the circulation menu which does include that information.)

We already have available the report “Holds Queue”. George will create a second report to include the pickup location in the “Holds to Pull” report.

4. **Terri from WPL would like “A clear way to find out where fine money goes to (which library).** Currently it’s not clear or easy.”

The only way is to click “view item” on each item.

Koha reports cannot track where the money was collected. It tells you the patron’s name, item, owning library, fine amount. Report can be developed by Koha, but libraries would have to pay for it.

5. **Other issues:**

Credit for lost book returned after it had lost status- remove credit and create manual invoice.

DVD in series: disk number can be seen in staff side but not in patron’s catalog (volume info field). This is a cataloging issue; item needs to include the volume info in the patron’s side as well.

Book shows “On hold waiting” in patron’s record, book is not at the library, but it shows “in transit” or “ hasn’t been pulled yet”. There is already a ticket sent to Koha to fix this problem.

Grace period – Bywater is working on this bug.

Items from school check out with due date December: Patron might be a Faculty allow to check out for the semester. Both conditions, Faculty patron and school item, are set to check out for a semester.

Next meeting: Tuesday, November 13th 9:00 a.m at RIV

Tuesday, February 12^t , 2013 9:00 a.m. at RIV

Tuesday, May 14th 9:00 a.m. at RIV

Tuesday, September 10th 9:00 a.m. at RIV

Minutes taken by Ana Smith, Secretary