

Access Services Committee
Minutes
December 18, 2012

Attendees

Chris Cook, Basalt
Karen Neville, Colorado Christian University
Becky Bernal, Colorado Mesa University
Anne Johnson, Eagle Valley
Janine Rose, Garfield County
Kathy Mikol, Grand County
Laurie Gomez & Shana Wade, Mesa County
Shelly Fratzke, MCVSD#51
Nathalie Crick, Pitkin County
Liz Willhoff, Town of Vail
Tiffanie Wick, Western State Colorado University
Keith Dedman & Jimmy Thomas, Marmot

Strategic Plan

- PIH/PPH will now be referred to as Marmot System Holds
- #5.11 Marmot system holds/Prospector holds
 - 2012 - ASC make sure Best Practices doc is good and clear to all, and complete with regard to Marmot system holds as well as Prospector
 - 2013 - ASC continue with BP. Continue participating in Prospector lists & mtgs. Continue to assess courier costs, load balancing, etc.; campaign with III for Prospector holds to respect date priority
- #1.9 Prospector - no changes (defined this goal as evaluating the relationship between Marmot and Prospector)
- #3.21 CIRCA - no changes
- #5.17 Patron update API/LDAP - no changes (will share information/lessons learned from CMC)
- #3.19 Self-Check/SIP/security/3rd Party - no changes
- #3.20 Increased functionality with Millennium (App) - Jimmy to find out what was meant; 2013 - publish info about apps by CMC and by Marmot for SD51
- Next steps for the strategic plan: 3 more committees to review. Board will review in February, distributed to directors in March, finalized in April. The strategic plan is revisited yearly and does allow for mid-course correction.
- ASC considers our section approved pending any updates from Jimmy on item #3.20 - Increased functionality with Millennium (App)

Action Item: Jimmy will try to figure out what was meant by item #3.20 - Increased functionality with Millennium (App)

Review of Best Practices Document

- Update committee name to Access Services Committee

- Update PIH/PPH to Marmot System Holds
- Create List of "In Transit" - run monthly; look for items locally; anything in transit for more than 6 weeks - report to courier
- Damaged items - look at the possibility of implementing a list of sites which will accept replacement copies (as in Prospector)
- Overdue notices are sent to your patrons by your library based on your loan rules; Karen will review overdue notices in more depth at the next meeting

Publicizing best practices document

- Karen will work with Brandon from Marmot to get a clean copy of practices as they stand now posted to the Marmot wiki so these can be published as Best Practices for the 1st Quarter of 2013
- Continue to work on this document with the goal of having finished the Best Practices document by the 2nd Quarter of 2013

Action Item: Karen will start moving ASC documentation to the wiki