

Policy Committee Memo
August 5, 2004

The following Policy Committee recommendations were approved by the Governing Board at today's meeting. RPLS will notify us as these changes are implemented.

1. Add I-Type groups to each library's circulation privileges in order to facilitate uniform loan periods for ILL items within the LLSAP.

The way Horizon currently works, when an item goes out on ILL, the item retains the I-Type of the originating library. This confuses patrons since the destination library might have a different I-Type for the same material. The solution presented involves creating groups under circulation privileges so when an item arrives at the destination library it takes on the circulation privileges of that library. This will help make the circulation period more uniform for all items (even if they are ILL), but it will not solve the varying maximum fines issue. This will need to be handled on a case-by-case basis. Groups that will be created include audio book, audio recording, book, DVD, reference and video recording.

2. RPLS will create notices every morning that the system is open, except for notices for DPL and Lincoln Library. When new notices are created, the notices from the corresponding day of the preceding week will be purged by RPLS. Each library is responsible for printing or otherwise handling their own notices, but libraries should not purge any notices. Notices for DPL and Lincoln Library will be purged daily by RPLS.

This will solve the problems with the batching and purging of notices. When multiple libraries create their list at the same time some lists are being deleted. This item will also be put on the September Policy Committee agenda to see if a survey is needed to determine if all libraries need notices generated.

3. Use the rental I-Type as circulating, non-request for libraries with rental collections.

Libraries with rental collections are finding their rental books on the pull list. This would solve the problem.

4. Create a new non-borrower btype for people using internet computers who are not allowed to check out materials.

This would resolve the problem of having to create duplicate records for patrons using Internet registration software at various libraries. The issue of PIN numbers for patrons from other libraries will be addressed in the policy manual update.

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