

Circulation Roundtable

October 19, 2010

Ames Free Library

Meeting Notes

Sort to light – what does it mean? How does it work? How successful has it been so far?

Very successful so far. We discussed how this works. Some libraries are using barcode duplicators to put barcodes on the outside. Some libraries (Plainville) are cutting barcodes from the inside and taping them on the outside. Must be careful about the tape. Not all libraries are using this yet. SAILS will ask for volunteers soon.

Self-service hold shelves – hold shelf wrappers.

Workflows can be set up to print hold shelf wrappers. Must have thermal printer to make this work. These are available for sale through SAILS. You don't have to use self-service holds for hold shelf wrappers – they make things much easier for staff members. Much discussion about self-check and the best ways to handle that. Joan at Easton showed everyone the new self-check unit at Ames. Dartmouth, Easton and Norfolk are now using self-check workstations.

Server replacements – SAILS is replacing both production and test servers between Christmas and New Year. There will be downtime. West Bridgewater, Foxboro, and Pembroke will be testing the Workflows off-line circ to see if that works well. If not there is another option to make things easier during our downtime. There will be a virtual meeting in early December for all members to discuss off-line procedures.

Removal of Easton Branch and Taunton High will be removed from the system October 28-29. The Branch was closed and merged into the Main Library. Taunton High has left the network.

Mentor online training – SAILS has a 4 month trial period of a new online training product from Sirsi. Seems to be very suitable for new staff. We will demo this at the directors meeting on 10/20 and begin asking for volunteers to evaluate the modules.

Customizing emailed notices – SAILS will be customizing email overdue notices for each library using them. Libraries will be contacted to get the language they want on the notices and they will be set up so patron replies will go to the library and not SAILS.

Statistics – if there is a statistical report you want ask SAILS support.

Can new titles be restricted from filling holds?

. New titles that are flagged to fill holds must be sent to fill the holds.

Requests for exemption from filling holds must be submitted in writing to the SAILS Board of Directors.

- Libraries must have a minimum of one copy of a title of the same format available for system wide lending.

Can patrons prune the number of titles in their history? No they can't edit specific titles in their saved history list. SAILS may have to look at putting a time limit on the length of time titles remain in history.

Some discussion about training Senior Citizens to use computers – Debby talked to people from seniornet.org about their Learning Center programs. This may be of some interest to libraries.