

**Southern Tier Library System
Directors Advisory Council
July 22, 2015, 9:00 a.m.
Fred & Harriett Taylor Memorial Library**

Minutes-Draft

Attendance: Ron Shaw CCLD-Chair, Angela Gonzalez PYPL-Secretary, Barb Radigan Pulteney, Hope Decker Cohocton Vice Chair, Marsha Watson Hammondsport, Karen Mckerlie Branchport, Segrid Dombroski Dundee, Pauline Emery Southeast Steuben County Library, Karen Deutsch Wayland, Chris Corter CCLD, Peggy Braun Friendship, Brian Hildreth STLS, Denise King, STLS Board of Trustees, Dodie Baker Rushville, Leah Vooyoys Cuba.

- The meeting was **called to order** at 9:45 am by Ron Shaw.

-May 27th minutes

- Pauline moved to accept the amended May 27th minutes and Chris Corter seconded, all were in favor.

OLD BUSINESS

- DAC members will seek comments from their population group member's libraries about creating a **uniform 1 renewal policy for DVDs across all STLS libraries.**

- The committee discussed this at length.

- DAC members have formed a **committee to work toward creating one uniform patron registration form to be used by all STLS libraries.** All Libraries are requested to send in an electronic copy or a hard copy of their patron registration form to the committee chair Marsh Watson watsonm@stls.org

- The committee will schedule a meeting to work on one proposed registration form for the use of all STLS libraries. (Marsha, Chris, Karen)

-DAC members will request input from their population group member's libraries about the **billing of loaning libraries by lending libraries for lost holds items.** DAC will work on creating one fair procedure for all libraries.

- Brian again requested a formal resolution from DAC that provides one fair procedure for dealing with lost holds items. Angela moved that Chris Corter draft wording to include in the resolution detailing how member libraries can negotiate payment for lost items with each other, Pauline seconded. All were in favor. Chris will communicate with Brian to come up with a draft resolution for the next DAC meeting.

- The length of time that all member libraries will keep materials in a "New" status. The proposed system-wide policies:

-All libraries will loan **7 DVDs for 7 days** to individual card holders.

-All **new items** will be reclassified as regular after 3 months.

-**Standardized loan periods** for all libraries will be as follows:

Two weeks-new books, 1 renewal

Four weeks-regular books, 1 renewal

- The committee discussed these proposed policy recommendations at length. Representatives shared input from the library directors in their population groups.

The committee decided to **propose 3 options** for individual libraries to choose from in order to move toward universally agreed upon STLS-wide loan periods over time. The new options would go into effect January 1st 2016. After one year, statistics will be assessed to determine how the new loan periods are affecting customer service around the system.

	Option 1	Option 2	Option 3
DVDs	5 for 7 days or 7 for 7 days, 1 renewal	5 for 7 days or 7 for 7 days, 1 renewal	5 for 7 days or 7 for 7 days, 1 renewal
New Status for items	No new status	3 months	6 months
New book loan period	N.A.	2 weeks, 1 renewal	2 weeks, 1 renewal
All/regular books loan period	2 weeks, 1 renewal	3 weeks, 1 renewal	4 weeks, 1 renewal

NEW BUSINESS

-3D Hubs for Libraries – CCLD is offering to 3D print items for other libraries per request for .06/gram and an (as yet undetermined) fee for printing. We are looking at a program where patrons will pick what they wish to print or develop their own model; the home library emails the request to CCLD; CCLD would print the item and send it back with the total cost. We are considering whether to have local libraries collect the fees and send to us on a monthly basis. We would be offering a service to libraries that do not have a 3D printer and will probably never have one, because they cannot afford to or they don't have room to house it or the know-how.

-STLS Makerspace Committee – all libraries that are interested could meet periodically and exchange ideas, it could act as a support group or partnership. Libraries that have some talent could mentor other libraries in different areas that they have a specialty. It would be open to any library and take turns meeting in each other's libraries.

- Ron reported that he will be communicating with directors soon to determine interest in these offerings.
- Marsha moved to adjourn the meeting at 11:25 am, Barb seconded, all were in favor.