

## SHARE Circulation and Resource Sharing Committee Meeting

Thursday, August 10, 2017 at 10 am

IHLS Edwardsville, 6725 Goshen Road, Edwardsville, IL 62025 (618) 656-3216

Via Zoom.us -- <https://zoom.us/j/669733701>

### Minutes

**Call to order:** The meeting was called to order at 10:06 am by Vice Chair Robert Edwards. Chair Paula Tretter joined the meeting at 10:10 am.

In attendance—Mary Cordes, Esther Curry, Maria Dent, Robert Edwards, Susan McKinney, Paula Tretter, Sandy West, Diane Yeoman

Absent-- Janet Cler, Jennifer Slack

Also in attendance—Jacob Pahde, Chris Dawdy, Traci Edwards, Sue Pearson

**Approval of minutes for 6/8/17 meeting:** The minutes were approved on a motion made by Sandy West, and seconded by Susan McKinney. All ayes; no nays; motion passed.

#### Old Business:

- Update on training videos posted on SHARE website—Sue Pearson reported that all of the basic circulation and LEAP videos are now posted on the SHARE training website.
- Training requirements for member library circulation staff—Chris Dawdy presented the proposal for required training for member library circulation staff, which was developed by the SHARE staff. After discussion, Susan McKinney made a motion to table the discussion until the next meeting. Sandy West seconded the motion. All ayes; no nays; motion passed.
- Common loan rules—37 people responded to the Common loan rules survey, completed this spring. 19 of the 37 were interested in participating in a common loan rules pilot group. Of those 19, 2 are interested in participating if their loan rules don't change. The consensus of the committee is to drop the project at this time.
- Number of members on the committee—the consensus of the committee is that every effort will be made to maintain the same or similar committee make-up as the Executive Council, with representatives from small, medium, and large public libraries, from academic, school, and special libraries, and to maintain an uneven number of members.
- Other--none

#### New Business:

- Question from the Bibliographic & Cataloging Standards Committee regarding subject headings, keyword searches, and Fidget Spinners—According to SHARE Bibliographic and Cataloging

#### *Illinois Heartland Library System*

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Standards, if there is no Library of Congress subject heading for a subject, a local subject heading may be created. At present, there is no Library of Congress subject heading for fidget spinners and books about fidget spinners. The Bibliographic and Cataloging Standards Committee requested the opinion of the Circulation and Resource Sharing Committee with regard to whether or not fidget spinners were a fad that will be going away, whether to wait to see if Library of Congress creates a subject heading, whether they should create a local subject heading, or to encourage the use of keyword searches instead. The consensus of the committee is that most patrons use keyword searches to find what they are looking for, and no additional action is needed at this time.

- Appointments to fill vacancies on the committee—no additional information at this time.
- Member Library questions:
  - Juvenile patron cards vs. adult patron cards, or what to do about money owed when a child becomes an adult—the consensus of the committee is that the libraries involved should use their best judgment on dealing with each individual case. Several options discussed include sending the now-adult patron back to his/her library to address the issue of money owed; to merge the child's patron record with his/her parent's record; changing the minor child's patron record to the parent's name; or entering a new patron record for the now-adult patron, and leaving the old record in place until the money owed is paid.
  - Who is responsible for marking an item lost on the item record? The consensus of the committee is that the library whose patron has lost the item is responsible for marking the item as lost.
- Other--none

**Public Comment:** none

**Next meeting:** The next regularly scheduled meeting is scheduled for October 12. However, since many of the committee members will be attending ILA at that time, the committee requested that a Doodle poll be sent to committee members to determine the best time for the next meeting. Susan McKinney made a motion to change the October meeting date. Esther Curry seconded the motion. All ayes; no nays; motion passed.

**Adjournment:** Sandy West made a motion to adjourn. Susan McKinney seconded the motion. All ayes; no nays; meeting adjourned at 11:17 am.