

Partners Meeting Minutes  
May 5, 2016  
Capital Building, Helena

### **Call to Order**

Meeting was called to order at 3:06 by Patty Jones of ImagineIF

### **Roll Call**

#### In person attendance

Bitterroot - Mark  
Daby - Wendy  
Drummond - Jodi  
ImagineIF - Patty  
Hearst Free - Sam  
Miles City - Sonja  
Missoula - Elizabeth  
North Valley - Denise  
Rosebud - Mary Kay  
Stillwater - Della

#### Online attendance

Fallon County - Stacy  
Mineral County - Guana  
Plains District Library- Carrie  
Whitefish - Joey

#### State Library

Amy Marchwick and Jemma Hazen

### **Approval of Minutes**

March 15, 2016 minutes were approved unanimously without changes.

### **Following Best Practices**

Patty from ImagineIF had a few Partner Best Practices reminders

1.) The Partner Resource Sharing Group Contact List is available online. If there are Partner problems or issues, please use that list for emails and phone numbers and not the general phone or email of a library. Your problem may not get addressed properly when using general library contact info.

If you need to update your contact information on the list, contact State Library Montana Shared Catalog staff. They will update the list.

2.) Using Float Return - When returning floating books, check them out to the FLOAT RET ID that is on the MSC Partner Resource Sharing Group Contact List. Never edit an item to make it return to a library. Libraries should never edit other libraries items. (This is the second meeting in which there was a reminder of Float materials. Please review with all staff.)

3.) Items Exempt from Partner Lending - Grab and Go Items are exempt from Partner Lending but Partner Libraries have agreed to circulate all materials and not make them Grab and Go unless the library has a second copy.

Reminder: When weeding your second copy at a later date, remember to check if one is Grab and Go and change its status.

There have been a few occasions when holds have been placed on interlibrary loans from outside our Partners. Jemma, from the State Library, said you can shadow the call number of

ILLs to prevent this. There is a check box to shadow call numbers and should only be used with ILLs. Item type ILL-N is unholdable and recommended. Elizabeth from Missoula said be sure to use the item types that accurately reflect the material and Jemma said Home location is what makes items visible.

Wendy from Darby had a question about floating AV items from Missoula in the small black cases from their automated media collection. Elizabeth said their AV is not part of their floating collection so that would be an error.

### **Multiple Partner Cards for Delinquent Users**

Denise from North Valley said that their Lost Item Report is getting large and many new DVDs are not being returned and have to be replaced. Even though a patron's card may be blocked/banned, a patron is still able to go to a nearby Partner library and get a new card and check out. She said that she would like the practice of checking out items and issuing new cards to patrons that have been blocked/banned by Partner libraries to be reconsidered. She sent out an email before the meeting outlining the problem with examples and relevant Montana Code. (See Appendix)

There was much discussion on the issue. Flathead said they do not look at other Partner libraries accounts before issuing a card and do not want to do so.

Whitefish said it was not necessary to offer a new card if you did a search and found they had cards at other libraries with large fines.

Elizabeth Jonkel of Missoula said she read over the document that North Valley sent out and she offered the following as a suggestion to go into the Best Practices document:

Page 4

#### **PART ONE: CIRCULATION RULES CARDHOLDERS AND LIBRARIES**

- An individual may register for a library card at any Partner Library. Each library sets its own eligibility requirements for cardholders.
- **Individuals may apply for and acquire multiple Partner Library cards so long as any other Partner Library card(s) they currently own are in good standing.**
- A Partner Library cardholder may use his or her card at any Partner Library.
- Cardholders may return Partner items to any Partner Library.

Darby said that instead of having separate library cards for each library that we should consider a Partner Card, one card that is good at all Partner libraries. There was a question to State Library staff whether the cost sharing model that counts patron records could still be used in such a system and Amy thought it could, based on their address.

The idea of a Partner Card was discussed but since there are many consequences to be considered it was tabled.

North Valley said that she liked Elizabeth's wording for the Best Practices and would like to add it. Flathead said it should be reviewed by a lawyer. Rosebud pointed out it is not a legal document but Best Practices. North Valley said there was nothing in Montana Code, that she cited in her email, 22-1-1103 Nondisclosure of library records, that would prevent the procedure from being implemented.

Sonja from Miles City made a motion to accept the statement that Missoula wrote above to be included in the Best Practices. Della from Stillwater seconded it. Elizabeth read the statement again and discussion continued.

ImagineIF said they would not follow it if it passed. Della said it could not be forced but everyone should follow Best Practices. Since a consensus with ImagineIF could not be reached, Elizabeth said it should be tabled.

Last item on the agenda was Livingston Park County's interest in joining Partners but Mitch Grady was unable to attend so item was not addressed.

### **Next Meeting**

Patty reminded us that her term as chair is over.

Elizabeth Jonkel of Missoula Public Library will chair next meeting. Della will be the co-chair. The meeting will be Tuesday July 19 at either 9:00 or 12:00. State will send out survey to determine what is the best time for Partners.

## APPENDIX

### Multiple Partner Cards for Delinquent Users

Our Lost Item Report of unreturned materials has been growing and is getting costly. Many items on the list are high-demand, especially DVDs. We have replaced some of these DVDs more than twice in this fiscal year. It is getting frustrating and not fair to the other patrons that their materials budget is going towards replacing materials that their fellow patrons won't return. At some point we run out of funds for replacements so that we don't replace a popular DVD. That is not good for patrons in any of the Partner libraries.

What compounds this problem is multiple Partner Cards. Some patrons are barred from one library for unreturned materials/fines and are able to use or get another card at a Partner library. We are sharing materials and resources and patrons can pay fines at whatever library they want so it seems reasonable to me not to issue another card, or allow a patron to check out more materials at a Partner library, if they have hundreds of dollars in unreturned materials/fines at a different Partner library.

Patty Jones informed me that this practice was decided when Partner Group was first formed because the idea was to open our collections to each other but not to share patron accounts. However, the fact is that if a patron presents us with his card from a Partner library or puts holds on that account for pick up here, we will check out to a Partner card or answer his/her question on a Partner account when they are in front of us, so we do see their records in order to assist them with their questions and circulation. Additionally, we have many patrons who don't carry their library cards with them and they present an ID to check out. We look them up by name. We see their multiple cards when searching for a card that is not barred so they can check out.

I would like this practice to be reconsidered.

Here are a few examples. In order to protect patron privacy, I am not using names and only initials, but I can provide that information if needed for this decision.

#### Patron TA

Bitterroot Card: \$176.60  
North Valley Card \$17.95

#### Patron CAW

North Valley Card: \$270.49  
Bitterroot Card: \$35.90

#### Patron PLM

Missoula Card: \$1.60  
North Valley Card: \$65.10  
Bitterroot Card: \$0

#### Patron TT

North Valley Card: \$50.44  
Missoula Card \$28  
Bitterroot Card: \$23.90

#### Patron DJB

North Valley Card: \$38.97  
Bitterroot Card: \$2.50

#### Patron AT

North Valley Card: \$16.90  
Missoula Card: \$35.10

#### Patron LH

North Valley Card: \$413.41  
Bitterroot Card: \$1.20

#### Patron PLM

Missoula Card: \$0  
North Valley Card: \$32.70

There is nothing in the Montana Code Annotated 2015 that would prevent a change of the current procedure. Please read #3.

**22-1-1103. Nondisclosure of library records.** (1) No person may release or disclose a library record or portion of a library record to any person **except in response to:**

(a) a written request of the person identified in that record, according to procedures and forms giving written consent as determined by the library; or

(b) an order issued by a court of competent jurisdiction, upon a finding that the disclosure of such record is necessary because the merits of public disclosure clearly exceed the demand for individual privacy.

(2) A library is not prevented from publishing or making available to the public reasonable statistical reports regarding library registration and book circulation if those reports are presented so that no individual is identified therein.

**(3) Library records may be disclosed to the extent necessary to return overdue or stolen materials or collect fines.**

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