The meeting was called to order at 1:02 p.m.

1.) Deb Biggs Thomas welcomed members and guests, followed by self-introductions by all present. Maureen Derenzy volunteered to take minutes.

2) The committee reviewed the minutes of December 5, 2012. Item number 7, which recommended some policies changes, was discussed. Debbi Schaubman developed draft language which was reviewed by the MeLCat team, Deb Biggs Thomas and Nancy Robertson. The State Librarian approved the change affecting sections 4.14 and 4.8, and it is now official policy. The minutes of December 5, 2012 were approved by consensus.

3) Several committee members will be completing their terms. As a thank you, Deb Biggs Thomas gave each a MeLCat tote with gifts.

Debbi Schaubman took a photo of the group for social media purposes.

4) Several policy issues were discussed:
   a. Debbi S. reported that a library was charged a substantial overdue fine for a lost book. Committee members agreed that the intent of the original policy was that libraries would charge replacement cost only. Debbi S. will draft policy language that clarifies that idea.

   Other billing issues were raised, including replacement costs and processing fees. Debbi S. gave an example of a library that was charged $2000 for a lost book. Should there be an upper threshold, making it the lending library’s responsibility to decide if they should send a book that costs more than that limit? Several members thought that not too many items
are lost in the scope of things, and setting such a policy might stop libraries from lending materials that others need. At this time there was no consensus to change the policy.

b. Debbi S. explained that DCB software cannot enforce local limits for visiting patrons, and some libraries have asked for a clear statement that local policies prevail. It was noted that the MeLCat load balancing policy keeps one patron from borrowing too many items from an individual library; therefore, an individual visiting patron should not be able to take more items from a library than they are willing to lend. It was agreed that a local library’s own policies should take precedence. Debbi S. will distribute that information to those participating in MeLCat visiting patrons.

Visiting patron borrowing is less than 1% of total MeLCat use. Committee members suggested there may be problems with staff training or functionality. It also may not be in a library’s best interest to promote it. Deb suggested that these questions be raised at the MeLCat Users Day.

c. Some libraries are using very small MeLCat identifier labels, even as small as file folder labels. Should there be a minimum size? Darwin McGuire from GDL said it is a budget issue, as his library saved $3000 by switching to smaller labels. The consensus was that font size was more important than label size, and this issue is better suited to the best practices page than set in policy. Debbi S. will take this back to the MeLCat team and discuss with libraries.

d. Sean Cwiek, a new addition to the MeLCat team, has developed a paging slip that combines three MeLCat forms into one. He passed around samples for comment and noted that its use would be optional for those who can print slips (III and DCB libraries). It was suggested that the barcode be placed somewhere in the middle column, but overall the reaction to this change was positive.

5) David Scott, from Ferris State, brought feedback from a COLD meeting to the group. Many academics think the MeLCat loan period is too short. He suggested a trade off in reduction of loan limits for longer loan times. Linda Moore posed a question: “How much of a change in policy can the committee make without asking all libraries who have signed on to reassess their participation?” Other academic representatives said that the lending period is causing difficulties and there is some worry those institutions may seek other alternatives to MeLCat. The idea of establishing different rule sets for borrowing/lending was raised. David will develop questions for a survey and send to the committee for vetting.

6) George Marck (DALNET) sought input from other committee members regarding MeLCat use. Many members reported that MeLCat use is flat or down at their libraries. E-book use is growing, but is still a “drop in the bucket” at most public libraries. Streaming video and NetFlix is making a difference in MeLCat borrowing in some places. Promotion may be needed to increase MeLCat statistics.

7) The new bins have been in use for several months; however, data is not yet available as the files received from ProMed were incomplete. Maureen Derenzy wondered if there might be some way to make all libraries contribute something to the packaging supply pool, so that it does not become a burden for those that do. It probably cannot be mandated.
A question was raised about the actual cost of a loan. We don’t have a clue right now, and perhaps a study should be done (maybe by a student). Deb Biggs Thomas will raise the issue at MeLCat User’s Day.

8) Updates
   a. With Michicard ending on January 1, 2014, some sessions about replacing with Visiting Patron have been held with MCLS. A committee member stated that the visiting patron list is quite unworkable. Debbie said the list is hardcoded so cannot be fixed. Libraries need a cheat sheet.

   b. NCIP development is moving along with several vendors:
      Autographics, Sirsi/Dynix Symphony, and Evergreen are live and in production. Sirsi/Dynix has contacted Debbi to report they are starting work on Horizon Ex Libris has written software for Voyager Polaris has been working with Rochester Hills, but recently has focused their efforts in Denver. This is a III library, so the work there will help in Michigan. TLC is live in Chippewa Valley. They are working out some things with work flow. NuGen, mostly in smaller libraries in northwest MI, is working with the MeLCat team.
      After the MLA Conference, Debbi was contacted by programmers from Apollo/Bibionex. She believes they are asking the right questions and will actually make it work.

      Inreach is still the better working system for MeLCat for now. There are lots of happy Autographics customers. Symphony is the most complete with NCIP to date. There are some things that OCLC’s WorldShare Management System cannot do for compatibility with MeLCat.
      The question was again raised about the possibility of working with Innovative to develop a statewide pricing to help Michigan libraries purchase their products. Debbi said that Innovative is under new management so they might be more open to that discussion.

   c. Article Reach has move forward in fits and starts. Debbi started a push for it again this fall, but has encountered an authentication problem with discovery layers that is not a quick fix. Still, documentation is written and training is in development. Trainings will be webinar based, 45 minutes to an hour. There will also be some hands-on classes. Debbi will go back to the original libraries to see how to get them back on track.

With the meeting already running past the allotted time, the committee adjourned at approximately 3:30 pm.

Respectfully submitted,

Maureen Derenzy
MeLCat Committee member