

Valley Library Consortium  
Minutes of the Database Committee  
June 24, 2010

Present: Mary Schultz and Ron Suszek (Midland); Kay Dunker, Karl Steiner (VLC); Ruth Ann Reinert (PLOS); Becky Grai (Northwood); Cindy Hix (Bridgeport); Debbie O'Brien (Caro); Ann Langlois (Lapeer); Anne Wooden (Delta); Sheila Good (White Pine).

Chair D. O'Brien called the meeting to order at 10:13am.

ADDITIONS TO THE AGENDA: One Removal: Duplicate ISBN, Addition: Borrower Type Card Fee

**DECISIONS:**

1. R. Reinert moved to approve the minutes from the May 27, 2010 meeting. A. Langlois seconded the motion. Motion carried.

2. Database Standards and Procedures

K. Dunker suggested that on page 31, Part G be removed because it may not work for members in working with Melcat. Members agreed with this change. She also said that the wording on page 4, #7 (second paragraph) needed to be revised in light of multiple libraries purchasing subscriptions to Electronic Resources that require individualized 856 tags. Members agreed to the following language: "Bib records for restricted resources need language in the 856 \$z which reflects who can access the records. Examples: Public Libraries of Saginaw legal service area cardholders click here or Caro, Gladwin, Iosco-Arenac card holders click here".

Kristen Valyi-Hax moved to approve the Bibliographic Standards and Procedures as amended. R. Reinert seconded the motion. Motion carried.

**DISCUSSIONS:**

1. Database Projects Calendar

K. Dunker reviewed the July calendar of database projects. Which included the following:

**July**

- Libraries work RIS for "In Transit" and "Hold expired" items
- Requests on unavailable items
- Adding copy records or items to serial bibs
- Report of address correction block (acr) created by HIP users
- Interlibrary Loan report of Lost Items
- Report of lost blocks for items no longer lost
- Report of items flagged for request
- Weekly duplicate control# report
- Weekly duplicate ISBN report
- *Review of bad indicators*
- *Deletion of bibs with no holdings*

2. Borrower Type Card Fee

Several libraries are adding a card fee for certain borrowers. Currently the Fee block that is used for this is not excluded from Debt Collect. Libraries using Debt Collect would like to have the Card Fee excluded from Debt Collect. This change would be consortium-wide. R. Reinert moved to create a new block called Card Fee that would be used by all members that charge for cards and would be excluded from Debt Collect. K. Valyi-Hax seconded the motion. Motion carried.

3. HIP Format icon for pictures, etc.

It was agreed that a camera icon would be used in HIP for pictures.

4. ACRN Block Notices

This block currently sends out a notice if an address correction is needed. Unfortunately, there is a bug and the email notice lacks the body of the message. Two options were given:

A. Set the block to NOT print

B. Change the name of the block to something other than “acr” which will fix the bug.

Members agreed to stop printing these notices

ANNOUNCEMENTS:

R. Reinert announced that Paul Lutenske would be taking Anne Birkam’s job as cataloger when she retires.

Next meeting: July 22, 2010

Meeting adjourned at 10:56am

Minutes submitted by K. Steiner