

Minutes of the PALS Plus Policy Committee January 17, 2020 West Milford Public Library 10:00 am

In attendance were Ricardo Pino, West Milford-Chair; Kristin Blumberg, Little Falls; Linda Hoffman, Woodland Park; Mary Martin, Wanaque; Janette Pardo, Wayne; Claudine Pascale, Verona; Wendy Sandford, Ringwood; Susan Serico, North Haledon; Justine Tomczak, Clifton; and Luca Manna, PALS Plus.

Minutes of the September 13, 2019 meeting passed unanimously.

When the committee is ready to further investigate credit card acceptance, all vendors will be invited together at one time.

Automatic renewals – A Policy Committee recommendation will be brought forward at the next membership meeting.

Each library determines the time items remain on the hold shelves after contacting the patron. A survey of each library's hold time procedures will be made and a list of the results will be created.

Paid Cards- Each library charges different prices for a paid library card. Perhaps a PALS PLUS-wide standard price should be created to reflect the per capita resident charges plus to cover the Hoopla and online database charges we incur. This topic was tabled and will be revisited along with Digital Access Cards.

The committee will recommend at the next PALS PLUS membership meeting to reduce the current 90 day New Item embargo to 30 days for a 6 month period effective from implementation.

It was discussed that a standard form could be developed for the Temporary Card Applications. The 10 item checkout cap will also be re-examined.

The Chair will draft a document summarizing the Committee's analysis, discussion, and recommendations concerning the fine policy, to be discussed and edited by the Committee before being moved forward to the Executive Board.

The 2020 Policy Committee dates will be held on the third Friday of each month in various libraries.

Respectfully submitted,
Wendy Sandford