PALS Plus Circulation Committee
Thursday, February 16th, 2023 – 2 PM
Via Zoom
https://us02web.zoom.us/j/89223982023

AGENDA

Welcome

Agenda review

Volunteer for meeting notes

Review last month's minutes

In progress

- Core documents
    - Registering Users at Pals Plus Libraries - Laure Barrett and Marianne Purcaro
    - REBL Borrowers Core Document - Lynda McLaughlin & Joe Decesare.
    - Patron Registration Table – Laure Barrett & Marianne Purcaro
    - Renewing A Borrower – Joe Decesare & Lois Pasanda
    - Managing Transit – Marianne Purcaro & Laure Barrett
    - Modifying A User Between Towns – To be looked at
    - Holds Procedures – Marianne Purcaro & Laure Barrett
- Damaged Materials Qualifying List - Carolyn Marrin
- Core Skills for Circulation – If you were training someone in circulation, what are the things that person needs to know.
    - Sirsi Dynex Webinars (need a curated list?)
        - https://www.sirsidynix.com/ondemand-webinars/

New stuff

- Updating language for renewal of library cards
- Review of the email notice sent two weeks before library cards expire
- Discuss the possible elimination of claims returned
- Circulation Best Practices Schedule
    - Unfillable Holds Document & Report
    - Assumed Lost Daily Report
    - Overdue Notices Report
- Discus uses of Cat 1 and Cat 2 in patron registration.
    - Remove BCCLs towns for Cat 1?
    - Use Cat 2 for Paid or Courtesy card towns?

Anything Else?