

Action Item 1: New ILL Circulation Modifier

Proposed Change to Policy:

Proposed by: Elaine Hardy, PINES

See attached proposal.

Survey Results:

The following summary is based on survey results from 43 PINES Subcommittee members and Directors representing 31 library systems. Two questions were asked:

1. Should we establish a new ILL item circulation modifier with 14 day loan duration, norenewals, no holds, OPAC invisible?

Responses by Cataloging Subcommittee Members Only:

	Responses	Percentage
Yes	5	71%
No	2	29%
Not Sure	0	0%

Responses from Other Subcommittee Members and Directors:

	Responses	Percentage
Yes	28	78%
No	3	8%
Not Sure	5	14%

Summary of All Responses:

	Responses	Percentage
Yes	33	77%
No	5	12%
Not Sure	5	12%

2. If the new circulation modifier is created, what should the daily overdue fine be?

Responses by Cataloging Subcommittee Members Only:

	Responses	Percentage
\$0.20	3	43%
\$0.50	1	14%
\$1.00	2	29%
\$2.00	1	14%

Responses from Other Subcommittee Members and Directors:

	Responses	Percentage
\$0.20	23	64%
\$0.50	4	11%
\$1.00	4	11%
\$2.00	1	3%
Not sure	1	3%
Other: Would be set by our board	1	3%

Summary of All Responses:

	Responses	Percentage
\$0.20	26	60%
\$0.50	5	12%
\$1.00	6	14%
\$2.00	4	9%
Not sure	1	2%
Other: Would be set by our board	1	2%

Comments

Comments For:

- Just wanted to note that in regards to fines, for those libraries who are charging more than .20 cents a day, they likely already have procedures in place to bill the patron for this adjusted amount. To cause the least disruption to current procedures, I think it best to leave the fine at .20 cents a day, unless it is determined that the majority of libraries are charging more than that amount. Perhaps a survey of current practices would be helpful in this manner.
- My question is does a Library's ILL contact responsible for creating and deleting the precat record? My concern is that regular circulation staff might not recognize or recall an ILL precat and not handle it properly, resulting in an item becoming lost or the patron being charged erroneously.
- Not opposed to the creation of the ILL Circ Modifier, though for us, it is unnecessary. Our current processes work for the limited number of OCLC ILL request that we receive.
- This will help Circulation Staff immensely with helping to keep track of ILL items.
- We have always charged \$1.00 per day per item, but I know others do not have the same level. Having a high/standard/low fines range would be best.

Comments Against:

- 14 days seems a bit limited since some ILL items may be marked for in-building use only, and I think ILL checkouts deserve the 2 renewals that our items provide.
- We have used the same ILL procedures for years. They continue to work well. Since the lending library sets the loan period and our board sets the fine amount this seems like a like of extra work for no reason. We count ILLs in our statistics. And, really, since we went on PINES we only have a handful of ILLs each year.

Other Comments:

- We would like to see a longer loan duration if non-renewable, or the option for the loan duration to be extended for an additional period.