

Action Item 1: Equipment Circulation Modifier Change

Proposed Change to Policy:

Submitted by Natalie Marshall, Director of Flint River Regional Library System

Brief summary:

To allow libraries longer circulation periods on selected local equipment.

Detailed proposal:

<https://pines.georgialibraries.org/sites/default/files/AI1%20Proposal%20-%20Equipment%20Local%20Long.pdf>

Survey Results (Overall Responses)

The following summary is based on survey results from 46 PINES Subcommittee members and Directors representing 32 library systems. Three questions were asked.

1. Do you agree that the option to circulate local equipment (restricted to the branch) for 14 days would be beneficial?

| | Responses | % |
|-----|-----------|-----|
| Yes | 42 | 91% |
| No | 4 | 9% |

2. If this proposal is approved, would you prefer:

| | Responses | % |
|--|-----------|-----|
| Create a new circulation modifier (equipment-local-long) with the same recurring fine options as equipment-local and no renewals, but with a normal duration of 14 days. | 18 | 39% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 3-7-14. (Note: This could change the circulation duration of existing equipment.) | 14 | 30% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 1-7-14. (Note: This could change the circulation duration of existing equipment.) | 6 | 13% |

| | | |
|---|---|-----|
| Not Sure | 6 | 13% |
| We would like for all of our equipment to stay at a 7 day checkout. | 1 | 2% |
| Create new circ modifier (equipment-local-long) with the option of 1 or 2 renewals. | 1 | 2% |

3. If this proposal is approved, should the same modifications be made to the "equipment" (system-level) circulation modifier?

| | Responses | % |
|----------|-----------|-----|
| Yes | 33 | 72% |
| No | 11 | 24% |
| Not Sure | 2 | 4% |

Survey Results (Broken Down by Role)

1. Do you agree that the option to circulate local equipment (restricted to the branch) for 14 days would be beneficial?

Responses by Circulation Subcommittee Members Only:

| | Responses | % |
|-----|-----------|-----|
| Yes | 9 | 82% |
| No | 2 | 18% |

Responses by Cataloging Subcommittee Members Only:

| | Responses | % |
|-----|-----------|-----|
| Yes | 4 | 80% |
| No | 1 | 20% |

Responses from Other Subcommittee Members:

| | Responses | % |
|-----|-----------|------|
| Yes | 7 | 100% |

| | | |
|----|---|----|
| No | 0 | 0% |
|----|---|----|

Responses from Directors who are not subcommittee members:

| | Responses | % |
|-----|-----------|-----|
| Yes | 22 | 96% |
| No | 1 | 4% |

2. If this proposal is approved, would you prefer:

Responses by Circulation Subcommittee Members Only:

| | Responses | % |
|--|-----------|-----|
| Create a new circulation modifier (equipment-local-long) with the same recurring fine options as equipment-local and no renewals, but with a normal duration of 14 days. | 1 | 9% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 3-7-14. (Note: This could change the circulation duration of existing equipment.) | 5 | 45% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 1-7-14. (Note: This could change the circulation duration of existing equipment.) | 1 | 9% |
| Not Sure | 2 | 18% |
| We would like for all of our equipment to stay at a 7 day checkout. | 1 | 9% |
| Create new circ modifier (equipment-local-long) with the option of 1 or 2 renewals. | 1 | 9% |

Responses by Cataloging Subcommittee Members Only:

| | Responses | % |
|--|-----------|-----|
| Create a new circulation modifier (equipment-local-long) with the same recurring fine options as equipment-local and no renewals, but with a normal duration of 14 days. | 3 | 50% |

| | | |
|--|---|-----|
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 3-7-14. (Note: This could change the circulation duration of existing equipment.) | 1 | 17% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 1-7-14. (Note: This could change the circulation duration of existing equipment.) | 2 | 33% |

Responses from Other Subcommittee Members:

| | Responses | % |
|--|------------------|----------|
| Create a new circulation modifier (equipment-local-long) with the same recurring fine options as equipment-local and no renewals, but with a normal duration of 14 days. | 5 | 71% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 3-7-14. (Note: This could change the circulation duration of existing equipment.) | 1 | 14% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 1-7-14. (Note: This could change the circulation duration of existing equipment.) | 1 | 14% |

Responses from Directors who are not subcommittee members:

| | Responses | % |
|--|------------------|----------|
| Create a new circulation modifier (equipment-local-long) with the same recurring fine options as equipment-local and no renewals, but with a normal duration of 14 days. | 9 | 41% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 3-7-14. (Note: This could change the circulation duration of existing equipment.) | 7 | 32% |
| Modify the existing circulation modifier (equipment-local) by adjusting the short-normal-long durations to 1-7-14. (Note: This could change the circulation duration of existing equipment.) | 2 | 9% |
| Not Sure | 4 | 18% |

3. If this proposal is approved, should the same modifications be made to the "equipment" (system-level) circulation modifier?

Responses by Circulation Subcommittee Members Only:

| | Responses | % |
|----------|------------------|----------|
| Yes | 7 | 64% |
| No | 1 | 9% |
| Not Sure | 3 | 27% |

Responses by Cataloging Subcommittee Members Only:

| | Responses | % |
|----------|------------------|----------|
| Yes | 5 | 83% |
| No | 0 | 0% |
| Not Sure | 1 | 17% |

Responses from Other Subcommittee Members:

| | Responses | % |
|----------|------------------|----------|
| Yes | 5 | 71% |
| No | 1 | 14% |
| Not Sure | 1 | 14% |

Responses from Directors who are not subcommittee members:

| | Responses | % |
|-----|------------------|----------|
| Yes | 16 | 73% |
| No | 6 | 27% |

Comments

- A 14-day checkout period is needed. Some libraries may still need a 1-day and/or 3-day option for their equipment. I firmly feel that just creating an additional -long version of equipment-local & equipment would solve this issue. IF no one is using either the 1-day

or 3-day option then just EDIT the initial modifiers with the [insert which one is actually used 1 or 3 day]/7/14 for now the above options chosen hold true.

- Here is the count of Local Equipment by library System:
 - AZRLS-1
 - BTRL-5
 - CHRL-60
 - DCPL-18
 - HALL-6
 - HCLS-4
 - LOPL-57
 - MGRL-63
 - MOGL-4
 - NEG-17
 - OCRL-13
 - OKRL-92
 - PIED-21
 - PINES-2
 - PMRLS-34
 - SGRL-9
 - SWGRL-40
 - THRL-10
 - WGRL-173
 - Here is the URL for the report:
<https://gapines.org/reporter//71813/218216/1345480/report-data.html>
- Is there anyway to see which libraries are currently using the 1 day vs. 3 day time length? In my mind, I think that 1 day is certainly too short. I vote we get rid of the 1 day to include the 14 day (much neater. we do NOT need another circulation modifier) but perhaps identify those libraries who are currently using the 1 day borrowing period and start a conversation to make sure we are considering all angles.
- Our branches recommend the creation of the new circulation modifier instead of changing the old one.
- Our collections manager said that the 7-day checkout is already termed the "long duration" in the PINES circulation matrix for several types of materials, and I am in agreement with her that it would be confusing and messy to have a separate modifier created for local-equipment-long. Since some other local libraries may want to keep the 1-day checkout period, I would not change the system-level modifier so the option to choose have 1-day checkout period would remain available.
- We support this change as we are in a similar situation as we would like to increase our circulation period to 14 days but continue to restrict them to a specific branch.