

MCLS Circulation Committee Meeting

May 9, 2007

El Segundo Public Library

In attendance: Mark Herbert (ELS), Andre Gonzalez (ARC), Ida Nalbandian (BEV), Laura Goldstein (BUR), Claudia Herrera (CER), Olivia Audoma (CMM), Sylvia Sandoval (CMM), Ernesto Mercado (DOW), Sue Tabor (ELS), Carlos Baffigo (DORA), Christina Carlisle (MCLS), Julie Villanueva (MPK), Eve Wittenmyer (PVP), Gina Eastman (POM), Tyna Carson (RED), Diana Erickson (WHI), Joan Roche (WHI), Beverly Taylor (WHI)

Call to Order: meeting was called to order at 9:40 am.

System News: Christina Carlisle updated circulation committee on system news.

- Ruth Metz, consultant hired for State's "Rethinking Second Level Reference" project, has submitted her report on a New Model for CLSA Reference. Details are forthcoming.
- CA State Librarian Susan Hildreth covered some findings of the report in her presentation at the recent MCLS Reference Committee Workshop.
- MCLS has submitted a couple of grants to the State Library: 1) "E-learn Now" will develop web based educational modules available through local libraries, using MCLS Server. 2) Big box programming—Partnering with Peninsula, MCLS proposes to develop a Statewide database of library programming for both adults and children.
- MCLS is redoing the MCLS Website: Member libraries were surveyed to find out what they would like to see on the new site. Results have been compiled and RFPs will soon be sent out.
- MCLS has two new blogs. The first is from MCLS Executive Director Rosario Garza, (<http://mclsdirector.blogspot.com/>). She will share news items she has found related to libraries and what is being done across the broad spectrum of libraries. The second (<http://mclspr.blogspot.com/>) is an MCLS attempt to address, electronically, inquires from our member libraries about a pr/outreach/funding/programming committee.
- Heather Teysko, Califa's Southern California Representative, now has an office at MCLS HQ and can be reached at (310) 348-9578. This agency negotiates vendor discounts for member libraries.
- MCLS has contracted back up delivery service for MCLS drivers.

Approval of Minutes of January 10, 2007 Meeting: MSP (Tyna Carson, RED/Diana Erickson, WHI) to accept the minutes as presented.

Old Business:

Circulation Workshop Comments:

- Discussion on comments given on the evaluation surveys collected for the Circ workshop. A comment was made that speakers should be someone who works in a library. All agreed speaker should be knowledgeable in subject, not necessarily from a library background. Attendees should take information from speakers and apply it to their own situations. Both types of speakers would give us a double perspective.
- Discussion on doing a workshop or project next year. Christina encouraged all members to be looking for speakers between now and October for the next workshop.

New Business:

-Election of Officers: Chairman Mark Herbert (ELS) thanked officers for 2006-07, Vice-chairman, Julie Villanueva (MPK) and secretary, Joan Roche (WHI).

- MSP: Julie Villanueva (MPK)/Tyna Carson (RED) to nominate for 2007-08 Officers: Andre Gonzalez (ARC) Chairman, Carlos Baffigo (DORA) Vice-chairman, Sylvia Sandoval (CMM) Secretary.
- Meeting Dates and Locations selected: October 10, 2007—Arcadia; January 9, 2008—Glendora; May 14, 2008—Palos Verde
- March 12, 2008 selected as tentative date for workshop. Discussion of alternatives to a workshop (e.g., a project). Christina Carlisle suggested using list serve during the summer to brainstorm ideas for a workshop or project.
- MSP Andre Gonzalez (ARC)/Claudia Herrera (CER) to set the following Structured Exchange Topics: October—Claims Returned, January—Dress Code. May—to be determined at the October meeting.
- MSP: Carlos Baffigo (DORA)/Tyna Carson (RED) to set as Circulation Committee Charges for 2007-08 the following: 1) To serve as a forum for discussion of issues and concerns related to circulation policies and procedures. 2) To identify and work to resolve various issues relating to changes in MCLS membership. 3) To consider sponsoring a workshop or project on the ever-changing services of circulation departments.

Break

Structured Exchange: Materials security issues- Hand outs provided by El Segundo staff. Each library handles stolen items in a different manner. Some have the policy of calling the police at each occurrence. Most handle it within the library with supervisors. Some say they try all means to give the benefit of the doubt to the patron. Suggestions to request the hiring of security guards and also to use volunteers to monitor gates.

Roundtable:

- ARC—held fiction and non-fiction discussion groups. A special display of books available for circulation featured books discussed during these book talks. Andre, who has experience in security problems, said committee members may e-mail him with questions regarding security issues.
- BEV—Passports very busy. Coffee shop doing well.
- BUR—The “Burbank Reads” program, featuring *Marley & Me*, was successful; 1000 copies of the book circulated. Book rental program \$3 for “hot” titles.
- CER—New City Librarian, Don Buckley.
- CMM—An up-coming book discussion will feature *The Secret Life of Bees* (Book available in both Spanish and English). Homework center going well. In March new hours will include opening on Saturdays.
- DOW—Two new adult librarians, 2 new part-time.
- ELS-is holding an authors fair. This past year, a very successful concert series has been held on the third Sunday of each month. It will resume in Fall.
- DORA—The new Circ desk includes new security equipment. Library took back copy service.
- MPK—New staff members. Having security issues, vandalism.
- PVP—Library is searching for new a ILS.
- POM—Friends book store doing well. Passports busy.
- RED—All is well, nothing new to report.
- WHI—Waiting for budget meetings to know about possibility of being open Sundays. Passports very busy. Elf Grant in the children’s department up and running.

Meeting adjourned at 12:05.
submitted by Joan Roache (WHI)