Meeting Minutes

2-21-2006

LACUNY Interlibrary Loan Roundtable Meeting Minutes, February 2006

LACUNY

ILL Roundtable Meeting

Feb. 21, 2006

Attendance: Jay Bernstein (KCC), Barbara Bonous-Smit (QCC), Dorothea Coiffe (BMCC), Nancy Egan (JJ), Geraldine B. Hebert (BX), Rhonda Johnson (HO), Richard Hickerson (ME), Jeffrey Kroessler (JJ), Gene Laper (LC), Anne Leonard (NYCCT), Clementine Lewis (LG), Eric Neubacher (BB), Beth Posner (GC), Evelyn Silverman (QC), and Sherry Warman (BC).

After the meeting was called to order at 2:30 p.m. by Clementine, all members were asked to briefly introduce themselves for the benefit of the new members. Jeff Kroessler was introduced. He is the newest member of the committee and will be replacing Nancy Egan as ILL Librarian at JJ.

The minutes were accepted with minor revisions. Clementine mentioned that minutes are posted on LACUNY's website and all postings are available to anyone on the Internet. There was a discussion about public access of minutes on the web and the possibility of quoting from the minutes. At the end of this discussion, it was agreed that the minutes should be as accurate as possible. Also, Beth's suggestion was accepted to send minutes to guest speakers and members to check for accuracy before they are posted.

There was a brief discussion about METRO. There are still delivery problems such as some libraries get deliveries meant for other libraries, some books have gone missing, etc. Clementine suggested that we should call Robert Schmidt at METRO to assist with these problems.

Barbara asked for an update on the CUNY ILL Patron Initiated Document Delivery Project. Eric said that Chief Librarians were asked to review a document on cost analysis prepared by the Task Force. Some members stated that the Chiefs were talking to the Circulation Librarians, not ILL librarians, about the project. There was general consensus that ILL Librarians should speak to their Chief to make sure the ILL Service is represented in the initial planning phase. Eugene said that it has not been decided if the proposed Patron Initiated Document Delivery Service will be an ILL or Circ function. Clementine said that each library would make this decision.

It was also noted that an additional delivery service would be needed to implement this new service. Eric mentioned that last semester a few of the libraries conducted a delivery test and the response time was good. He also said that they are obtaining quotes from companies that presently provide services to libraries. However, everyone is still waiting for the Chiefs to sign off on this project. It was also noted by Jay that a pilot test of the ILL Patron Initiated Document Service cannot be conducted for a few colleges because the Aleph function cannot be limited in this manner. All libraries would have to participate in the test.

Barbara also wanted to know if anyone was using the *OCLC ILL* Direct Request function in WorldCat. Nancy indicated that John Jay does not use it because ILL is not available

to all of their patrons. Also, once this function is turned on, all patrons will have access to it.

There was some discussion about the OCLC staff view. Everyone is very satisfied with it, however, as Evelyn pointed out, from time to time there have been small systems problems. OCLC is usually pretty good about emailing information about contacts and status reports on the problem. There was some talk about serials holdings that are not being updated in OCLC. Evelyn indicated that there might be a way to put lending status information in a catalog record for outside borrowing libraries (Beth informed us at a later meeting that any information on the topic can be found on OCLC's webpage, under the topic "deflection"). However, this is a cataloging function that she is not familiar with and Serial Librarians would have to assist in this effort.

There was some discussion about new software and statistics. Evelyn suggested that it might be useful to have a meeting where many of the software and ILL programs could be demonstrated (OCLC stats, Cleo, Ingenta, etc.). There was general agreement and it was decided to include these demonstrations in the next meeting.

Evelyn asked if anyone was using local or CUNY full-text electronic resources to fill requests from outside libraries. She said that Queens does not because they do not have access to all the license agreements for the electronic resources. Eric mentioned that a few databases would allow this access—the APA journals, Wiley. Beth said that it might be a good idea to have the ERAC Committee look into the contracts and let us know what the license agreements allow for ILL lending. She also suggested that in the future, contracts should be negotiated with this issue in mind.

Clementine asked if anyone had trouble sending documents via email. Several members indicated that some email services don't have enough memory to accept large *PDF* files. Hence, these documents are sent through the campus mail service.

Geraldine asked if anyone borrows books for patrons that the library owns, but the books are checked out. Nancy said that it used to be the policy at John Jay not to borrow books they own, but she has relaxed the policy over the years due to longer checkout periods. Several libraries don't order books for patrons when they owned them. However, there are various policies concerning this issue throughout CUNY.

It was decided that the next meeting should be held in April and the demonstrations of software and ILL programs will be included. Nancy will send out the information concerning the date and demonstrations.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted by,

Nancy Egan
April 24, 2006