CCS ILL Technical Group

February 22, 2024, 9:34 am-10:38am

Via Zoom

Minutes recorded by Jackie Janavicius, ILL-tech 2023-2024 Secretary

Attended by: W. Theehs (ALK), S.Boldt (CPQ), M. Swift, J. Gibson (CLK), M. Fornal, E.Rowe (DPK),

B. Heet, G. Mansera (EVK), J. Cumberland, K .Bolton (MUK), A. Sulinckas (GRK),S. Kemp (HPK), D .Klehr, D.Wahl(HUK), P. Buehler, N. Smyrnova (WGK), J. Kennedy, C. Goebel (LFK), J. Janavicius (LVK), B.Michalski(MJK), J. Massa, J. Collins (MPK), A. Goese, (NBK), B. Alderman (PAK), T .Letrich (PRK), A. Thomas, S.Bochula (PHK), A. Smaby, J. Rao (RLK), K.Ferdon (WRK), A. Jung (WLK), B. Bigden-Russell (ZIK), M. Fujiura-Landers, D. Wishmeyer (CCS)

* Call to order 9:34 a.m.
* Approval of minutes from last meeting. A. Thomas (PHK) motioned to approve the minutes from August 24, 2023 and S. Kemp (HPK) seconded. Minutes approved.
* Additions to the agenda: none
* Officer reports
* Chair: none
* Vice-Chair: none
* Secretary: none
* CCS staff reports
* M.Fujiura-Landers (CCS) shared several reminders:
* Polaris upgrade to 7.5 will take place on Feb 26 at 10:00pm
* Mount Prospect and Waukegan will go Live on Tuesday, Oct 1
* There will be 3-5 days offline prior to that date which puts the tentative offline date at 9/28.
* ILL tech officer nomination at the next mtg. on May 16th
* Please consider a position and reach out to Mieko with any questions.
* ILLINET survey is due by March 31
* You will need both ILS and OCLC data. For the ILS data go to web reports and search under ILLINET by the coverage dates (7/1/22-6/30/23).
* Debra Wishmeyer (CCS) gave a brief Find More Update:
* Approximately ½ of the libraries will go live in May, the other ½ in August with a few libraries in between
* Once dates are firmed up CCS will confirm a training schedule
* Hopefully open up training in March through L2.
* In person training location will take place at CCS in Lincolnshire
* At least 1 session will be recorded.
* New Business
* Single Name Only for ILL records Discussion & Vote (M. Fujiura-Landers/CCS)
* Currently ILL for CCS Library records require both Last name and First name
* If activated, a new option is available that would allow a library record to be saved with only a last name.
* All other branches enabled this in October.
* Last name field can now accommodate 100 characters.
* All searches will work with single name only.
* CCS can bulk update all the ILL for CCS records.
* The Circulation/ILL advisory was “neutral” on the option and differed to our group on enabling the setting
* Some questions came up about what delivery codes to use and Mieko suggested pausing on those questions for future discussions.
* Questions:
* K. Bolton(MUK) asked what are the benefits of the change
* Serves users with a mononym.
* Easier entry of ILL for CCS libraries.
* A. Jung (WLK) can we use for book clubs?
* This setting is already available for library branches.
* A Poll was taken, absent a formal motion
* 7-YES
* 5-NO
* 9-Neutral
* It was decided to pause the discussion and revisit at the May meeting due to the high number of neutral responses.
* Mieko suggested staff go in and take a look at library accounts for OCLC libraries
* A request was made for the abstaining votes to re-vote.
* Some spoke about taking time to review what was discussed before the next meeting where we will discuss and vote.
* ILL library Record Name Entry Convention Discuss & Vote
* This will be paused until the next meeting as well
* E-receipts and Almost Overdue/Auto-renew notices for ILL library account (E. Rowe, DPK)
* Questions to group from Elliott
* There are overdue items in OCLC that are not overdue in Polaris as they have auto renewed and he asked how other libraries handle this.
* Many libraries responded that they place an item copy hold on an in-house card on the items they send out.
* Elliott was appreciative of the replies and suggestions.
* He has noticed E--receipt options on some ILL records
* A few comments and experiences were shared.
* Mieko offered a bulk update to disable e receipt option for all account registered to CCS for ILL
* Several supported this option so it will be done.
* Jeanie shared 2 videos on the services and operations process at RAILS:
* Behind the Scenes of a RAILS Delivery Hub - <https://www.youtube.com/watch?v=RnnWDzPnS64>
* RAILS Operation Process: <https://youtu.be/ByIZGFiOfoo?feature=shared>

Next Meeting is Thursday, May 16, 2024 **in person** at the CCS offices located at:

100 Tri State International Drive, Suite 122

Lincolnshire, IL 60069

* K, Bolton (MUK) moved to adjourn, A. Jung (ALK) seconded. The meeting adjourned at 10:38 a.m.