NOTICE OF MEETING

CIRCULATION COMMITTEE
MONARCH LIBRARY SYSTEM

Thursday, April 6, 2017 9:30 AM

Mead Public Library
710 North 8 Street, Sheboygan, WI.
(bring change for the meters)

AGENDA

1. Call the meeting to order – Compliance with Open Meeting Law requirements.
2. Public Comment and Correspondence.
3. Approval of Minutes – March 2, 2017.
4. Best Practices:
    A. Patron Registration – more work on guidelines.
    B. Reconciliation Report
    C. Notification History
    D. Forgotten Password – in Pac
    E. Damaged Book Billing
    F. Monarch Catalog Cover Art
    G. Duplicate Patron Check – Options
    H. How to cancel a hold once shipped
    I. What happens when an item is deleted
    J. Renewals – options to limit staff overrides
    K. Address Check/Expired Patrons/Expiration Check terms/Automatic Purging.
5. Open Discussion: Open for circulation committee members to share ideas, concerns and solutions on circulation issues.
6. Adjourn.

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3:15 PM