

# Document Delivery Committee Meeting Agenda

## November 28, 2018

### In-person/Virtual Meeting

Present: Rose, Federico, Jennifer, Robyn, Crystal, Pat, Sarah, Meg, Michelle, Gayle, Amy, Doug, several attendees on phone as well.

#### AGENDA

##### Updates – Rose

- Director's meeting update (recording shared by Rose)
  - Report shared through listserv
  - Migration almost complete
  - Air Force waiting for migration – no specific date as of today
  - SWIFT 350 Libraries—Alliance is in talks with State Library to see if Prospector could be a replacement for SWIFT. Nothing is certain yet.
  - AspenCat to integrate easier-if the integration with SWIFT were to happen. AspenCat would be the low hanging fruit to start with.
  - Colorado State Library has just hired a new State Librarian, who is starting in January. Alliance will resume talks with State Library once the new person is hired.
  - [CO ILL Conference](#)
    - April 24-Preconference (SWIFT and Prospector)
    - April 25-26
    - 50<sup>th</sup> Anniversary
    - Westminster, CO
    - [Kyle Cortney](#) from Harvard University will be the Keynote-Copyright expert
- DU Server Room is running well

##### Prospector Impact Study - Rose

##### Bed Bug Discussion – Freddy

- Presentation shared by Rose
- Please direct any questions to everyone or directly to Freddy
- Group looking into creating a common folder to share individual library practices with everyone

##### Hold Limits – Freddy

- Maximum borrowing number from individual library affect the total maximum borrowing number from Prospector
- Some libraries have 70, 50, or 20 as the maximum borrowing number from Prospector
- These numbers are reset once the “whole” process has been completed in Prospector
- There is a possible loophole if the borrower stays in the same online session and continues ordering items causing going over the limit
  - Alliance will investigate this
- Some libraries having problems placing holds if items are owned by their libraries but not available
  - Alliance will investigate this

##### MOBIUS Updates -Rose

- Replacements
  - Prospector has a budget set aside to cover for lost items
  - Communication about borrowed items need to go through Prospector, then they will contact MOBIUS
- Packaging
  - All MOBIUS bags need to be returned
- MOBIUS labels were updated on Sept/Oct
  - Download PDF

#### 2017 Reconciliation

- [Follow instructions](#)
- Asking for January 25, 2019 for this process to be completed
- Feedback will be provided at the Colorado ILL Conference

Minute Taker: Federico Martínez-García. UCCS