

SCLC Circulation Interest Group Meeting  
October 14, 2009  
Calabasas City Library

In attendance: Andre Gonzalez (ARC), Safaa Abou-Taleb (AZU), Ida Nalbandian (BEV), Anita Torres (CAB), Suchandra Ghosh (CAB), Ted Lujan (CMM), Sue Tabor (ELS), Gina Eastman (POM), Eve Wittenmyer (PVP), Melissa Little (PVP), Esther Leon (SAM), Christina Carlisle, (SCLC), Eamon McSweeney (THO)

Call to order: Meeting was called to order at 9:45am

Introductions were made

System News – Christina Carlisle reviewed hardcopy of SCLC System update, 9/23/09

- MCLS joined with SLS and South State Library System – now known as SCLC (Southern California Library Cooperative). Website: [www.socallibraries.org](http://www.socallibraries.org) Our group [sclc.circ@socallibraries.org](mailto:sclc.circ@socallibraries.org) If needing some input from other libraries, feel free to send your email to the group.
- Cerritos Library chose to withdraw from SCLC. Reminder any items received from the Cerritos Library can no longer be routed by SCLC delivery.
- SCLS has adopted 'Interest groups' instead of 'committees'.
- Christina will email group with the password and information needed to access protected parts of the Interest Group Info and other data.
- Fines and Fees Directory – All info received has been added. Christina is working on a more user friendly directory. Remember to send any fines/fees changes to Christina for update.

Old Business – Approval of Minutes of May 13, 2009

- One change to BEV's roundtable. Christina to make change.
- Minutes approved by general consensus

New Business –

- Workshop – Andre will check with Carlos regarding another possible workshop with David Bendekovic. Possible date and location: April 21, 2010 – Beverly Hills Library. Christina will check with other 'core' libraries regarding location. General consensus – all agreed.
- Update Circ policy and procedures manuals into one; South State/SLS/MCLS. Possible sub-committee to work with Christina.
- Ida suggested pursuing a Trading Libraries project, like one done by SLS Circ Committee. She volunteered to work on developing the project and Christina will get a contact name from one of the Orange County libraries to assist with developing a project
- Eve asked about developing a true list serve. Christina noted Rosario Garza has mentioned getting the necessary software to do this. Will update committee, when she has details.

Structured Exchange – Generating revenue inside the box and out

- One library in Northern California is renting building and gardening tools
- Asking patrons to donate recent DVD's, adopt a magazine

- More donations are being added to library collections
- PVP offering a curbside pickup of donations
- Question; What happens to excess items not added or sold by Friends?
  - Some recycling companies pickup and pay the library for amount taken
- PVP sent out a gentle reminder regarding fines due via mail. SAM to send out fine reminders via email
- CAB receives gift cards from Barnes & Noble as they periodically hold book fairs giving a percentage of sales to the library
- Libraries have Amazon wishlists
- “Friends of the Library” seem to bring in the most. Whether it be holding a book sale, a ‘honor’ system cart, or a book store. Volunteers do quite a bit for most of us.

Other –

- Direct Loan – How do others handle their direct loan statistics?
  - Depends on Library software; some use State Codes
  - Old fashion tick marks
- Computer Shut Down – What time do you shut down your computers when closing?
  - Various answers, Safaa to email group for response.
- Next meeting, January 14, 2010 at Beverly Hills Public Library
  - Progress on workshop
  - Circulation Manual
  - Structure exchange “Efficient staffing in hard times”.

Adjournment: Meeting adjourned at 12:08pm  
Submitted by Esther Leon, SAM