

## Missouri Evergreen Circulation Committee Meeting Minutes

Tuesday, May 23rd at 11am

### I. Public Comments

### II. New Business

#### A. Possible reports for Data Integrity/Purging project:

1. Equinox Report **Patron Accounts with Expiration Date**
2. Original suggested report **List (In)active Patron by Active and Expiration Date without notes (equinox)**
3. Rhonda Busse reported that the new Equinox report does not seem to be working for Cass County. Diane Disbro offered to rerun the reports to check that all the data was entered correctly. Rhonda Busse encouraged the committee to use the new report to see if there were any additional problems.

#### B. Possible reports for a list of current minors.

1. Tony Miller, report committee chairman has created the report **Patron Age Breakdown (2.0)** This report is located in the Shared Folders under Poplar Bluff in the Reports Committee Folder or you can just do a search for it and it will pop up. It allows you to search for patrons by birthdate range.
2. Colleen Knight suggested the report **List Patrons by Library, Permission Group, and Privilege Expiration Date**. She says it will give you too much data, but you can manipulate the results in Excel and only keep the ones that have a Juvenile Flag.

#### C. Various attendees shared how their library plans to expire their minor accounts and what procedures they are putting into place going forward. A request was made to share examples of the new forms created to insure compliance. Several have already been shared on the listserv.

#### D. Diane Disbro went through the list of Check in Modifiers, explaining what each one does and when it is appropriate to use them.

#### E. Meredith McCarthy and Terri Moser volunteered to help Rhonda Busse reorganize the Circulation Training page under Member Resources on the Missouri Evergreen website.

### III. Old Business

- #### A. Diane Disbro gave a short recap of the International Evergreen Conference. One of the most exciting things is the hiring of a new Front End Developer to work on making front line use of the ILS more consistent. She also mentioned that Georgia PINES has created a new interface for signing up students (school accounts).

### IV. Other

### Committee Members:

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