

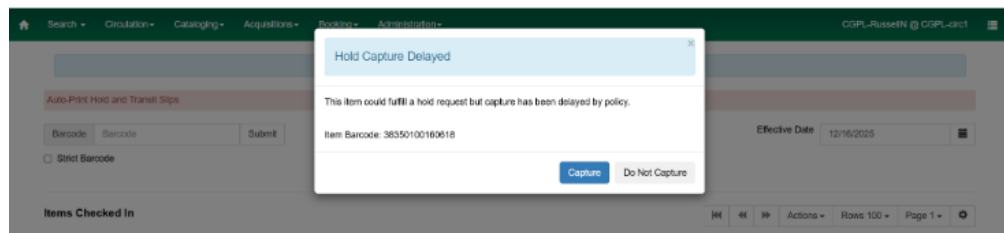
## Missouri Evergreen Circulation Committee Minutes

Tuesday, January 27th at 11am

### I. New Business

#### A. Hold Capture Requires Verification flag

- Requires you to choose whether or not you want hold capture to be verified. At the time of capture, you will be asked if you want to proceed to fulfill the hold.
- Heather Arnold mentioned that as she was thinking about what happened and that this flag might be useful in specialized cases where we want to complete an internal verification process before the item goes to another hold, for example hot spots that need to be examined to see if they are fully functional.
- To learn more about this flag: [https://docs.evergreen-ils.org/docs/latest/admin/copy\\_locations.html](https://docs.evergreen-ils.org/docs/latest/admin/copy_locations.html) - creating new shelving locations



#### B. Hold Bug

- When a hold has an item on the holds shelf and staff use the "Find Another Target" option to reset/retarget the hold, Evergreen changes the status of the captured item to Reshelving, regardless of the item's owning library.
- The bug is that the transit home (or capture and transit to the "new" hold shelf library) is not being created.
- Add heat at: <https://bugs.launchpad.net/evergreen/+bug/2136754>
- Work arounds are to manually cancel the hold and then place a new one, or to transfer the hold to another record.
- Title Hold Transfers will preserve the patron's original hold date moving them accordingly within the holds queue.
- If there is an item on another record, the hold may be transferred, however title hold transfers will not work for a Title/Part situation. Follow these steps to transfer the hold:
  1. Right click on the title of the other record and open the record in another tab
  2. Click on **Mark For...** and select **Title Hold Transfer**
  3. Click on the original record and click on **View Holds**
  4. Right click on the hold that has become hopeless and select **Transfer to Marked Title**
    - A window will pop up saying "Transfer Hold(s) to Marked Target?" click **Transfer**
  5. The hold has been moved. To verify, click on the other record and look at the holds.

#### C. The 2026 MEC Users Conference call for Presentation Proposals deadline is 3-1-26. The conference date is 4-24-26.

- D. The Reports Committee now has a help desk. The listserv will continue, but if you need specific help, please email [reportshelp@moevergreenlibraries.org](mailto:reportshelp@moevergreenlibraries.org)
- Heather Arnold is the new Reports Committee chairman.
  - Many thanks to Tony Miller, who will continue to work on this committee, for his tireless efforts to help libraries figure out the mysteries of the Reports module.
- E. The committee discussed the MEC upgrade to Evergreen 3.15. Several changes will need to be tested after we go to the production server because they require the system to be live in order to see the intended action. Dark mode, hold reset reasons and the ability to limit fields in patron registration were mentioned. These links will take you to release notes for version 3.14 and 3.15.  
<https://splus.equinoxoli.org/subjects/guide.php?subject=egnewfeatures3.14>  
<https://splus.equinoxoli.org/subjects/guide.php?subject=egnewfeatures3.15>
- F. Equinox ran a clean up report to locate staff accounts with the General Staff permission group being used as a Secondary Permission Group. The Circulation chairman will be notifying affected libraries so those permissions can be modified.

## II. Old Business

- A. 71,034 user accounts were purged
- B. Courier Label updates: Please make sure your library is using Get Connected MALA Courier LABELS version **52—6/27/25**
- Periodically check that all “old” labels have been destroyed so that items do not accidentally receive an “old label.”

## III. Other

- A. Our next meeting will be February 24, 2026
- B. The MEC Local Admin Manual has been posted on the MEC website under Member Resources > General Member Resources. Thanks go out to the CAN committee for their many hours of work to get this published.
- C. The Permission Project is working with Equinox to implement the new base line permissions granted to both Circulator and Circulation Administrator staff accounts. Information will be given at the February General Membership meeting to ensure libraries are prepared.
- D. The committee discussed whether a best practice should be established for situations in which an MEC item in Lost status is returned in circulating condition, but the lost fee and any associated processing fees are not removed from your patron’s account. These fees can be retained or voided based on each individual library’s circulation policies. We considered the practice of voiding or forgiving those fees and agreed to continue discussing this issue to identify any additional considerations before a decision is made.
- E. A suggestion to shorten the Probationary patron group’s expiration period was brought to the committee. Currently the expiration period is 3 months and is controlled by a global setting that applies to every library. Heather Arnold will develop a survey to gather more information on how libraries are currently using

that permission group and to solicit opinions on their satisfaction with the current expiration timeframe.

**Committee Members:**

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