

Deerfield Public Library  
Policy Committee Meeting Minutes  
April 7, 2010

Meeting was called to order at 5:04 p.m.

Present: Board Members: Ron Simon, Marla Bark Dembitz, Michael Goldberg, Staff: Mary Pergander – Library Director, Carol Dolin – Business Manager.

The Committee members reviewed the following:

- 1) Library Patron Policy
- 2) Collection Development Policy
- 3) Interlibrary Loan Policy
- 4) LINKin Policy

Ms. Dolin presented drafts of the proposed Library Patron and Collection Development policies for consideration by the Committee. These policies were drafted by a committee comprised of Ms. Dolin and Heads of Multimedia, Readers Services, Reference, and Youth Services and developed from policies and best practices used in other libraries. The Library Patron Policy has been reviewed by the Library Attorney, Phil Lenzini and his recommendations have been incorporated into the draft. The committee recommended minor changes to language for clarity, consistency, and completeness.

Ms. Pergander presented drafts of proposed LINKin and Interlibrary Loan policies. Management felt the previous Interlibrary Loan policy was too restrictive. The Library's entry into LINKin, the shared catalog environment that seamlessly allows materials to move between participating libraries, will likely cause significant changes to the volume of Interlibrary loan activity. Because LINKin and Interlibrary loan both allow materials to flow between libraries, consistency between the policies is vital. Staff performed a crosswalk between the two policies to ensure consistency in both. DVDs are not currently allowed to circulate through LINKin, but may be added in the future. DVDs are allowed to circulate through Interlibrary Loan. Ms. Pergander suggested keeping rules to circulate DVDs in the LINKin policy, but adding "The Library also reserves the right to circulate DVDs," to the General Rules section. DVDs can then be added to LINKin at a future time without completely rewriting the policy. The Committee concurred.

Mr. Simon moved to recommend to the full Board approval of the Library Patron Policy, Collection Development Policy, Interlibrary Loan Policy, and the LINKin Policy with the recommended changes. Ms. Dembitz seconded. The motion passed.

The meeting adjourned at 5:56 p.m.