

REVISED June 13, 2015

MHLS Member Libraries Restricting the Loan of Non-print Materials to Union Vale Residents
Implementation Schedule – Notifications Highlighted in **YELLOW**

Week of July 6th

- Notification to DLD of impending change and schedule
- Creation of Union Vale P Type
- Create List of Union Vale Patrons
- Final confirmation on I types to be impacted
- Export of patrons for notification purposes
- Creation of test Union Vale Patron

Week of July 13th

- Report to DA (July 14) of impending change and schedule
- Notification to Town Supervisor Hitsman: Implementation schedule for ending placing holds week of July 27; restricting loans of non-print materials as of Aug 3
- Current Library Identifier added to each union vale patron to facilitate restoration of normal service
- Addition of union vale P type to every WAM table rule
- Addition of union vale p type to every loan rule
- Test of WAM Table
- Test of Loan rules

Week of July 20th

- Notification via MHLS Alerts Email List: Implementation schedule for ending placing holds week of July 27; restricting loans of non-print materials as of Aug 3; POP UP message
- MHLS Notification to Union Vale Patrons: Implementation schedule for ending placing holds week of July 27; restricting loans of non-print materials as of Aug 3
- Creation of loan rules to block DVD / CD item types for union vale p type
- Updates to annual report documentation
- Test of loan rule block

Week of July 27th

- 2nd Notification via MHLS Alerts Email List: Implementation schedule for ending placing holds week of July 27; restricting loans of non-print materials as of Aug 3; POP UP message
- 2nd MHLS Notification to Union Vale Patrons: Implementation schedule for ending placing holds week of July 27; restricting loans of non-print materials as of Aug 3

Monday, August 3

- Switch of all Union Vale Patrons to new P type
- Final test
- GO Live with MHLS Member Libraries Restricting the Loan of Non-print Materials to Union Vale Residents
- ILS Pop Up Message - *Town of Union Vale residents may not borrow non-print library materials (e.g., DVDs, CDs) from any MHLS library as of August 3, 2015. This restriction is due to the Town of Union Vale providing less than average funding for public library services. (limit of 250 characters/spaces)*

Which ILS POP UP Message Regarding Union Vale Patrons Works Best for Your Library?

1. Town of Union Vale residents may not borrow non-print library materials (DVDs, CDs, audiobooks, video games) from any MHLS library as of August 3, 2015. Please give patron bookmark for more information.

2. Town of Union Vale residents may not borrow non-print library materials (e.g., DVDs, CDs) from any MHLS library as of August 3, 2015. This restriction is due to the Town of Union Vale providing less than average funding for public library services.

List of I types. Ones in red are expected to be impacted

Item Type	Code
Book	0
Book-no holds	1
Non-circulating	2
Short loan Book	3
Short loan Book-no holds	4
Book on Cassette	5
Book on Cassette-no holds	6
Book on CD	7
Book on CD-no holds	8
Music on Cassette	9
Music on Cassette-no holds	10
Music on CD	11
Music on CD-no holds	12
Printed Music	13
Printed Music-no holds	14
Mixed Media	15
Mixed Media-no holds	16
Large Print	17
Large Print - No Holds	18
Microform	19
Microform-no holds	20
Periodical	21
Periodical-no holds	22
Phonorecord	23
Phonorecord-no holds	24
CD-ROM/Software	25
CD-ROM/Software-no holds	26
Toy	27
Toy-no holds	28
Videocassette	29
Videocassette - No holds	30
DVD	31
DVD-no holds	32
Vertical File	33
Vertical File-no holds	34
Map	35
Map-no holds	36
ILL-bks-no holds	37
ILL-AV-no holds	38
Realia	39
Realia-no holds	40
Art Prints	41
Art Prints-no holds	42

Computer use-no holds	43
16 mm films	44
16 mm films-no holds	45
Equipment	46
Children's Periodicals	47
Children's Periodicals-no holds	48
Equipment - No Holds	49
Childrens software	50
HIP Videos	51
Long Loan Videocassette	52
Long Loan Video - No holds	53
Long Loan DVD	54
Long Loan DVD-No holds	55
Audio Book w/Player	56
Audio Book w/Player-No Holds	57
Book Club in a bag-No Holds	58
Gaming	59
Gaming-No holds	60
Miscellaneous	61
Miscellaneous-No Holds	62
eBook Reader - No-Holds	63
Museum Pass-No holds	64
DVD - Local Holds	65
Video Media Player	66
Video Media Player No holds	67
Book - Local Holds	68
Music CD - Local Hold	69
eBook Reader - Local Hold	70
Large Print - Local Hold	71

NOTE: Town of Union Vale residents will continue to have access of OverDrive services/check outs because State of NY funds (e.g., PPLD purchasing OverDrive non-fiction titles using Central Library/Central Book Aid funds) have been used for purchases of OverDrive materials.