

**PRAIRIECAT CIRCULATION COMMITTEE**  
**AGENDA**  
**October 18, 2022**  
**1:00 PM via Zoom**

The PC Circulation Committee will meet Tuesday, October 18, 2022, at 1:00 pm via Zoom. To join the meeting, please visit:

<https://railslibraries.zoom.us/j/97743774898?pwd=WmdOeWdtbTI1WTNsVXZjK21BbzB5dz09>

These are open meetings and everyone is welcome to attend and to contribute, but only the committee members may vote.

*Committee charge: The 11 member elected standing group discusses circulation and OPAC topics. It is empowered to make decisions on procedure and some policy decisions, and to make recommendations to Administrative Council for higher-level policy decisions. It also reviews circulation procedures and works together to resolve circulation issues.*

- I. Welcome
- II. Roll call of committee members for attendance
- III. Review agenda for additions/corrections
- IV. Approval of minutes from June 28, 2022 (August meeting was cancelled)
- V. New topics
  - a. Email changes for PrairieCat staff
  - b. Library email account changes (formerly Zimbra accounts)
  - c. VEGA Discover
  - d. API Key needed for ILL module
  - e. North Chicago migration
  - f. Unique ID discussion (is this still needed?)
- VI. Friendly Reminders
  - a. Holds: when to checkout, when not to checkout
  - b. Holds: Do not use missing option for other libraries' items
- VII. BYPT "Bring Your Problems Time"
- VIII. Next Circulation Committee meeting: February 28, 2023, 1:00 pm, via Zoom