

Memorandum of Understanding for the Maine Reciprocal Borrowing Pilot

The _____ library agrees to extend borrowing privileges to any individual cardholder [also called user or borrower], in good standing, from any other library that has opted to participate in the Maine Reciprocal Borrowing Pilot.

Library Participation Requirements:

Libraries that choose to participate in the Maine Reciprocal Borrowing Pilot must belong to one of the Maine InfoNet supported systems that operate using the Sierra ILS. These libraries' materials are shown in MaineCat and consist of MILS, Minerva, URSUS; the ARRC libraries of Portland Public Library (PPL), Bangor Public Library (BPL) and the Maine State Library (MSL); Colby-Bates-Bowdoin (CBB), and the University of New England (UNE).

Borrower Participation Requirements:

To borrow from any Participating Library, the borrower shall present a library card issued by a Participating Library where the borrower is in good standing.

Loan Rules:

For same-system transactions, intra-system rules will apply. (Minerva to Minerva lending is an example of a 'same-system' transaction.)

For cross-system transactions (e.g. Minerva to URSUS lending), the "MaineCat" loan rules will apply. This means that items would either go out for four weeks with a two-week renewal or go out for one week with a one-week renewal.

The biggest difference is how the due dates appear in the owning library system. If it is cross-system, the owning library sees the 56-day checkout, and the borrowing patron/system sees the current checkout period (4 weeks) with one renewal possible if no holds are placed. If it is within the same system, the item-owning and patron home libraries will be more in accord and show the same dates and terms.

To reduce confusion, users will request and pick up interlibrary loan materials through their home library. This does not apply to URSUS library "intra-system" holds.

Users may return materials to any Participating Library. Participating Libraries will check in materials using standard protocols and return or forward the items through the existing van delivery service. Please refer to the *FAQ* document, included with this MOU, for information regarding specific procedures.

Financial Assistance for Participating:

This Memorandum of Understanding is made in the spirit of interlibrary cooperation and participating members shall **expect no compensation for participating**. Participation is entirely "opt-in" and this effort represents a one-year pilot to understand the dynamic of expanded reciprocal "walk-in" borrowing.

This pilot will require statistical data-gathering to best understand the impact to net-lenders or libraries providing increased and disproportionate service. This data will inform how we might be able to provide financial assistance (i.e. Direct State Aid if available) to such libraries in the future, should libraries agree to participate on a permanent basis.

Fees / Fines / Collection for Lost Materials:

All fees, fines, or collection efforts for late, lost, or damaged materials is handled the same way as the rules and parameters established through the normal ILL delivery process.

Duration:

For the purposes of this project’s pilot year, libraries must opt-in for participation by September 1, 2019, and may begin to register (opt-in) starting June 1, 2019, and will agree to participate for the 12-month duration of the pilot, which will end August 31, 2020. Upon completion of the pilot year, a Participating Library may withdraw from participation upon 30-days’ prior written notice to Maine InfoNet.

AGREED TO –

Participating Library Name:

Approved by:

Date:

Maine State Library

Approved by:

Date:

Maine InfoNet

Approved by:

Date:
