



ILS Bulletin 2006-9: Procedures for Resource Sharing with Rochester Public Library via MnLINK Gateway

23 June 2006

Rochester Public Library will go live as a MnLINK Gateway site on Wednesday, July 5th. As of that date, all interlibrary loan activity between SELCO Online Libraries and Rochester will be done through MnLINK ZPORTAL. All requests for items that are not available on SELCO's Horizon iPAC should be made through MnLINK ZPortal.

Please do not place requests through the current direct place-a-hold card system after the **end of the day on June 30th**. Likewise, Rochester will not place direct place-a-holds on the SELCO catalog after June 30th. We will let those items requested and circulated through that system proceed to finish the process as begun. **Requesting items from Rochester PL through MnLINK will be available July 5th**.

MINITEX/MnLINK met with SELCO and Rochester Public Library on Wednesday, June 21st to plan for implementation of Rochester as a Gateway site and intra-regional resource sharing. Borrowing preferences are set so that requests placed through MnLINK by SELCO Online Library borrowers will first go to Rochester Public Library to be filled if the item is available before going to other MnLINK Gateway sites. Likewise, requests placed through MnLINK by Rochester Public Library borrowers will first go to SELCO.

You will start to see requests for the Rochester Gateway shortly after July 5th. Obviously, since Rochester will be a Gateway, these requests will be handled in the same manner as any other request from any other Gateway.

For requests by borrowers through the Rochester Gateway:

- The request will show up on your pull-list as all other MnLINK requests.
- CKI the item and it will transit to SELCO.
- Send the item to SELCO for processing.
- When the item returns to you do a CKI.

For requests by borrowers through the SELCO Gateway:

- Place the request through MnLINK ZPORTAL
- When it arrives at your library and you check it out to the borrower:
 - Do a Fast Add – Itype and Collection Code should be **illmnl**
 - Discontinue use of illrpl. No longer necessary since we will have use of statistical data through MnLINK.
- When the item is returned by the borrower, do a CKI, and the Fast Add record will be deleted. Send the item to SELCO to complete the processing.