

**ALCTS Technical Services Directors of Large Research Libraries  
Interest Group**

**The New York Public Library Round Robin Report  
June, 2012**

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**Collections and Circulation Operations (CCO)**

- Since the beginning of March through June 19<sup>th</sup>, NYPL will have loaded 1 million items to temporary off-site storage at Clancy's Tri-State Depository in Patterson, New York. These reflect 194,000 items from the Science, Industry & Business Library, and over 800,000 from the Schwarzman Library's closed stacks. This brings the total items sent off-site for the entire fiscal year to just over 1.6 million.
- Concurrent with the above, linking of the estimated 2.6 million unbarcoded items in the SIBL and Schwarzman research collections continues, with over 800,000 new item records created since August, improving patron discovery of these items.
- To support this increased discovery, we launched a patron-initiated off-site request form in our Classic Catalog interface in May. For the first time, patrons can request items themselves from home, work, or school. Currently about 50% of requests are now via this form.
- We continue to refine our off-site retrieval process, using the opportunity of the new form to review and standardize procedures across all 4 Research Centers. Whereas previously patrons had to call ahead to see if their retrievals arrived, if they enter their email address they now receive notification when an item is being shipped and a second notification direct from the receiving staff when it has arrived. In the Schwarzman Library, items are now held directly within the Rose Main Reading Room circulation enclosure, rather than down in the stacks as before.
- We have instituted a Saturday delivery for off-site materials and anticipate adding a second weekday delivery in the new fiscal year.
- A new Access Services Manager position has been created and advertised to oversee stack services in Schwarzman and off-site retrieval processes systemwide. It is anticipated this position will be filled this Summer.
- All staff who engage in Cataloging activities across NYPL are undergoing RDA training sessions that have started in the Spring and will continue over the coming months.
- Acquisitions monographs ordering staff have been cross-trained in fast-track Cataloging to speed more materials through our process quicker.
- We have officially ceased using iron-on spine labels for published research materials.
- In May, our automated sorting staff won the 2<sup>nd</sup> Annual East Coast vs. West Coast Sort-Off against King County Library System in Washington State—currently the only other library system with a comparable sorter. NYPL's team sorted a record 12,258 items in an hour to their 11,303. In the spirit of sportsmanship, the two teams shared Ferrara's pastries and Pacific Northwest smoked salmon. Yes, there is a trophy, and yes, NYPL will be displaying it as soon as the plaque is ready.

- NYPL's pilot project with NYC's Department of Education will expand next year to approximately 400 schools. Queens and Brooklyn public libraries will also enter the project with a handful of schools each. CCO will manage the collection of teacher set materials, available for teachers to check out for extended periods of time, as well as the delivery of individual requests by teachers and school librarians from NYPL circulating collections.
- In June, NYPL partnered with over 75 other leading public libraries across North America to articulate a set of principles around which popular e-content should be served to patrons. Intended to help platform vendors better align their product development with the strategic directions of public libraries, the principles can be found at [Readersfirst.org](http://Readersfirst.org), which now has over 100 libraries and organizations signed up.