

Memo

To: Fulfillment Task Force Members
From: Darlene Staffeldt, State Librarian
Date: January 16, 2008
Re: Definitions

Some definitions for the purpose of this task force's activities, recommendations and discussions:

A "courier service" is a dependable, reliable and predictable delivery service that with a desired level of frequency and security physically moves library materials from one library to another or from a library to a library patron (not necessarily the originating library's patron).

"Documents/materials delivery service" is a dependable, reliable and predictable method of moving materials from one library to another or from a library to a library patron. Documents delivery applies to both electronic and physical delivery.

"Interlibrary loan" means the loaning or provision of copies of library materials from one Montana library to another Montana library (or another Montana library's patron). Such materials are to include, but are not limited to, the following: book, copy in lieu of book, magazine/periodical, copy in lieu of magazine/periodical, audiovisual title, government document/technical report, and pamphlets, some of which are to be returned. The libraries involved in the transaction are from different "governmental" units.

"Statewide library card" for Montana would mean the ability for a patron from one participating library to directly check out in person material from another participating library and the patron would have the option to return that library material to their local library or directly to the lending library. Local libraries would be responsible for returning the materials to the lending library if the patron left the materials at their local library. A statewide library card does not necessarily mean a physical card is necessary but it would require some form of identification or local library card that would allow the eligibility of the transaction to be verified and well-documented.