

Mid-Michigan Library League Interlibrary Loan Methods – Now and the Future

Member libraries of the Mid-Michigan Library League (MMLL) not yet participating in MeLCat have been able to send requests for materials not owned locally to the MMLL Interlibrary Loan Coordinator, Jack Sheehan, for fulfillment. There is instruction on the website at <http://mml.org/ill.html> and requests may be sent in either by email (Jotform) or by fax. The library specifies whether or not they want the request to be filled locally only, or if they want the search to go further than the cooperative.

When the request is received at MMLL, Jack searches MMLL libraries' holdings in an attempt to fill the request from within the cooperative. If he is able to find an MMLL library that owns the item, he will request the item using a daily request form sent out via email. If the item is not held in MMLL libraries, and the requesting library indicated they did not want to go outside MMLL, the request is marked "No MMLL Lender" and sent back to the requesting library.

If the requesting library indicated that the request should go further, Jack will then search WorldCat for the item, find the publisher, date of publication, verify correct title and author and find the OCLC number (also called the accession number). He then will go to the requesting library's individual Peabody account to complete the request on their behalf using the service provided by the White Pine Library Cooperative. They will process the request and bill the Mid-Michigan Library League \$5.50 for each request made on behalf our member libraries. Libraries receiving OCLC interlibrary loans as a result of Jack's request are asked to let him know the status of receipt and return so he can complete these steps on their behalf using the Peabody system.

In the future, beginning in April, MMLL will no longer process requests using the process outlined above. Instead, each library will be responsible for doing their own interlibrary loans – mostly thru MeLCat. For requests that cannot be filled locally, each library may still request materials via the White Pine Library Cooperative's Peabody system. The cost for this service will be subsidized for the remainder of the current fiscal year at minimum, as it is a service of cooperative membership articulated in the Plan of Service.

There is a training that was done for Superiorland Cooperative that was recorded as an on-demand webinar that you can access at any time posted on the Interlibrary Loan portion of our website: <http://mml.org/ill.html>. There are written instructions linked to the page, and we will send you your login codes to Peabody via email as opposed to posting on the website. Please take advantage of the month of March to ask any questions you have about this process. Contact Jack Sheehan at jack@mml.org, or Sheryl Mase at smase@mml.org, or give us a call at 231.775.3037 during regular business hours.