Physical Delivery of Library Resources

NISO

http://www.niso.org/home
NISO

- NISO, the National Information Standards Organization, a non-profit association accredited by the American National Standards Institute (ANSI), identifies, develops, maintains, and publishes technical standards to manage information in our changing and ever-more digital environment.
- The leaders of over 70 organizations in the fields of publishing, libraries, IT, and media serve as its voting members.
- Throughout the year NISO offers cutting-edge programs on standards issues and exploratory workshops on emerging topics.
NISO

- A standards developer for the American National Standards Institute

- Minitex is a voting member

- Most of the work is on Standards

- Best Practices
WHY?

- Nationally ILL grew 41% 2000-2006
- Integral part of Resource Sharing
- Improving performance
- Reducing cost
Scope

- Limited to the external delivery of items between separately administered libraries
- Importance of local needs
Where?

- Online calls from May 11, 2010
- Every other week!!
- Online editing
- No in person meetings
Glossary

- Tubs
- Totes
- Bins
WHO?

- NISO staff -2
- Courier Company - 1
- State of Rhode Island
- Minitex
- Colorado
- Ohio State University Libraries
- U of Florida
- OCLC
- Massachusetts Library System
- Jefferson County Public Library System
- Tampa Bay Library Consortium
How? Or Process

- Writing the document online
- NISO staff reviews
- Send it out for public comment - received several comments
- Approved in January
Physical Delivery of Library Resources

- Recommended Best Practice -- OPTIONS
- Approved January 19, 2012

www.niso.org/publications/rp/rp-12-2012.pdf
What?

Management Automation Physical Move
Management

- Coordination of delivery services
- Record keeping
- Contracting with delivery services suppliers
- Delivery policies
- Reduction of delivery
- Delivery to patrons
Reduction of Delivery

- System is setup to choose the physically closest copy or the available copy—MnLINK

- Fill a request from a cluster of close academic libraries—CLIC

- Multi branch libraries—keep the item where it was returned
Automation

- Automated Materials Handling systems
- Sort to light
Physical Move

- Item labeling
- Connection to item - rubber bands, post it notes, etc
- Packing
- Transportation containers
- Transportation-
- Dream of all delivery --- Item tracking
<table>
<thead>
<tr>
<th>Order of Preference</th>
<th>Packaging</th>
<th>Product Examples</th>
<th>Direct Cost per Unit</th>
<th>Workflow Impact</th>
<th>Environmental Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Most Recommended</td>
<td>Unpackaged</td>
<td>Placing items in destination containers with no labeling or packaging on the item</td>
<td>None</td>
<td>Low</td>
<td>Least impact</td>
</tr>
<tr>
<td>Rubber banded</td>
<td>Alliance® Pale Crepe Gold™ rubber bands in 1 lb. box, #117B, 7″ x 1/8″</td>
<td>Low</td>
<td>Minimal</td>
<td>Low impact</td>
<td></td>
</tr>
<tr>
<td>Reusable plastic/nylon bags</td>
<td>Multiple vendor options</td>
<td>High</td>
<td>Minimal</td>
<td>Low impact</td>
<td></td>
</tr>
<tr>
<td>Reusable padded envelopes</td>
<td>Bubble padded recycled mailers, 14-1/4″ x 18-1/2″</td>
<td>Medium</td>
<td>Minimal</td>
<td>High impact</td>
<td></td>
</tr>
<tr>
<td>Paper banded</td>
<td>Regular copy paper</td>
<td>Varies</td>
<td>High</td>
<td>Medium impact</td>
<td></td>
</tr>
<tr>
<td>Single use packaging</td>
<td>Commercial packing materials</td>
<td>Varies</td>
<td>Minimal</td>
<td>Not recommended</td>
<td></td>
</tr>
</tbody>
</table>
Learned?

- There is no perfect delivery -- logistics industry
  - New York’s slow moving traffic
  - Colorado – mountain slides
  - Wisconsin’s SNOW

- Best practices, options

- Delivery manager
  - Ingenuity, patience, flexibility