Consortium of Apollo Maine Libraries (CAML) 🐪

Membership

Membership is open to all Maine libraries using Biblionix Apollo. Libraries can come and go from the consortium at will. There is no charge to belong to the consortium. Libraries are responsible for contacting the other members, making their own arrangements with Biblionix, and ensuring their settings match the consortium. Libraries in the consortium are expected to be part of the van delivery system. Those not on van delivery may join, but will not have access to interlibrary loan requesting.

Circulation Agreement

Libraries are expected to loan all circulating materials, with the exception of certain special collections such as objects, technology, or collections intended for specific local purposes. Newly added titles may be exempted from lending for up to 60 days.

Loan rules for interlibrary loan (VersaCard ILL) and in person (VersaCard members) are the same.

Loan period: 2 week loan to the patron; does not include transit time.

Renewals: once, as long as there are no holds. Patrons can renew all items up to the renewal limit. Libraries can renew their own items, including overriding, and can renew other libraries' items up to their renewal limit.

Reserves: libraries and patrons can place reserves on their own items or items belonging to other libraries in the consortium. Items will go to the owning library's patrons first.

Hold lists: Libraries are expected to run Reserve Search lists daily on open days.

Records and history: All consortium libraries can see what any patron currently has out (as well as name, address, phone, etc.), but libraries can only see history related to their own items. Libraries can only update the accounts of their own patrons.

Multiple accounts: a patron should have only one account, at their home library, and use VersaCard to borrow from other consortium libraries.

Blocked accounts: libraries will respect blocking on patron accounts; patrons will be blocked across the consortium when they are blocked at any library. Block rules are determined by the library that checks out the item. Provided that any issues have been resolved with the other library, libraries may use their own discretion in special circumstances when lending their own items to blocked patrons.

Lost or damaged items: the borrowing library will be responsible for contacting patrons to retrieve material and/or charge patrons. The normal Apollo overdue process will cover VersaCard loans. If that is unsuccessful, that library bears the final responsibility for payment.

Memorandum of Understanding

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This MOU is made in the spirit of interlibrary cooperation.

The _____Library agrees to participate in the Consortium of Apollo Maine Libraries, which involves placing and fulfilling holds requests online through the Apollo catalog, and in-person lending to other consortium library patrons. The Library agrees to uphold and abide by the membership requirements and circulation agreement.

AGREED TO

Participating Library Name:_____

Approved by: _____

Date:_____