

NE OH Regional Library Depository

Annual Report FY2011/2012

The Northeast Regional Library Depository is a high-density library storage facility located on the campus of Northeast Ohio Medical University (NEOMED) in Rootstown, Ohio. It is one of five state depositories that serve 13 state supported university libraries. The NE Depository maintains a storage collection of a variety of low use materials including monographs, journals, and media from five contributing academic libraries: The University of Akron, Cleveland State University, Kent State University, NEOMED, and Youngstown State University.

The NE OH Regional Library Depository mission is to:

- House and care for moderately used library collections of five local public university libraries.
- Provide access to the stored resources in support of Ohio's higher education efforts and research goals.
- Provide expertise in patron service.
- Play a pivotal role in the Ohio's new initiatives for collective sharing and management of state depository resources.

FY 2011/12 Statistics

• Total Stored Collection	1,342,563
• Accessions	31,906
• De-Accessions	11,930
• OhioLINK PCIRC requests	8,160
• Interlibrary Article requests	896
• Interlibrary Loan Requests	48
• Electronic Document Delivery	1,461
• Tours	9

It has been a busy year at the NE Depository, with activities that have impacted internal workflows, as well involved staff in state-wide participation in a number of joint activities. A first major accomplishment of FY2012 was the completion of the first phase of the implementation of the shared catalog, OHDEP. As the last of the five NE contributing libraries, The University of Akron completed migration of its holdings to the new server on July 24th. Depository staff soon realized the efficiency of having one catalog, instead of five catalogs, serving as the platform for most daily tasks. Benefits were realized in all phases: circulation, accessioning new material and de-accessioning. Improved patron service has become the most important benefit realized by the shared catalog. Request materials are sent directly to the patron (or requesting library) rather than being routed through the individual library ILL departments. Employing standard interlibrary loan (ILL) technologies and assuming responsibility for rapid delivery to the patron, ILL requests are now delivered two to three days faster. NE Depository personnel have also adopted new responsibilities for many circulation functions previously handled by the owning libraries: handling overdue, lost, or damaged PCIRC items.

This project, in collaboration with OhioLink, led the way for others to join as a state-wide shared depository cataloging system. Gaining experience with the migration of its five libraries to the OHDEP catalog, the NE was able to mentor the other depositories during their migration. The NW Depository were first to follow the NE by transferring the holdings of The University of Toledo and Bowling Green University to OHDEP. Finally, by the end of the fiscal year, Wright State was able to contribute their holdings to the shared server as well. Now, out of the 13 contributing depository libraries, eight of them are shared participants in OHDEP.

Press Release:

- “This project took 18 months to complete, and we are very excited about the results and the impact it can have on our partner libraries,” said Judy Scalf, manager of the Depository. “Combining the catalog has resulted in much greater efficiencies for the Depository staff and faster service to its patrons.
- The Northeast Ohio Regional Library Depository, with the leadership of a highly skilled Kent State University systems department, began the initial phase of the Ohio Depository shared catalog (OHDEP), by loading the holdings of its five contributing libraries. The project, in collaboration with OhioLink, itself a cooperative venture of university libraries and the Ohio Board of Regents, is the leading the way for others to join as a state-wide depository cataloging system

OHDEP Celebration Event:

The NE Depository held a celebration on October 28, 2011 to acknowledge the skill, dedication, and hard work that went into being the leader for this state project. Attendees included OhioLINK personnel, Dr. Gershen, President of NEOMED welcomed the attendees, among whom were OhioLINK personnel, the deans/directors of the contributing libraries, visitors from the NW Depository, and



The NE OH Regional Library Depository also played a major part in the State De-Duping Initiative. During FY2011/12, the state depositories turned their attention to de-duping the JSTOR IV titles. The Governing Board for the state depositories agreed to the policy of maintaining two copies of each serial title across all five depositories (if two are available), and kept in two different facilities. The most complete run is considered the preservation copy, and while available for copy purposes, does not circulate. The second most complete run is available for PCIRC circulation.

Following these guidelines, the NE Depository has de-duped almost one-third of the JSTOR IV titles. Current statistics for the project are:

- Retained 1,418 volumes, including both non-circulating and circulating keeper volumes
- Permanently removed 1,657 volumes
 - Freed up the equivalent of 170 eighteen inch trays
 - This translates to 17 empty shelves of a size most often holding periodical volumes

Judy Scalf, Manager of the NE Depository, worked closely with the other managers in developing project best practices and common procedures. She created documentation detailing all processes in order to establish project consistency across the five depositories. The Governing Board has targeted the Elsevier titles for the next de-duping project to commence in FY 2013. They changed the guidelines for these titles, deciding that it was necessary to only keep one copy for this group. This one copy will be available for OhioLINK PCIRC, but not be available for Interlibrary Loan.

All of the contributing depository libraries have been asked to carefully check current depository holdings before sending any new volumes. Thus, de-duping the depository current stored collection not only addresses reclaiming vital spaces for more unique holdings, but also seeks to eliminate on-going n.

Staffing at the Depository have been stable this past year with three full-time staff members, one on-call personnel, and one student assistant:

Judy Scalf, Manager

Committees and Organizational Service:

NE OHDEP Implementation Committee

Circulation ILLIAD/ILL Sub-Committee

Initial and On-Going Loads Sub-Committee

Database Cleanup Subcommittee

NW OHDEP Implementation Committee

SW OHDEP Implementation Committee

OhioLINK Depository Shared Catalog Issues Committee

OhioLINK Depository Shared Circulation and ILL Committee

OhioLINK Shared Depository Catalog Maintenance Task Force

Professional Growth Activities

Search Ohio WebEx

Eastern Great Lakes IUG Conference, Wilmington, OH

Article Exchange Webinar

Preparing for the Worst: Disaster Planning for High-Density Storage Webinar

American Library Association Annual Convention, Anaheim, CA

Patty Bonecutter

Professional Growth Activities

Managing Emotions and Thriving Under Pressure Seminar

Article Exchange Webinar

A.L.I.C.E Training

Search Ohio WebEx

Bryan Zeppernick

Committee and Organizational Service

OhioLINK Shared Depository Catalog Maintenance Task Force

Portage County Spelling Bee NEOMED Team

Professional Growth Activities

[Search Ohio WebEx](#)

[A.L.I.C.E Training](#)