WEEKLY UPDATE

EVERGREEN INDIANA

Q2 INVOICES

The 2024 2nd Quarter invoices are now available via the web client. Payment will be due 35 days after receipt. Please contact Courtney Brown at 317-232-3691 or at cobrown@library.in.gov with any questions.

PERMISSIONS LIST

Thanks to the original work done by Georgia PINES, we have been able to update our staff permissions list and provide a more granular look at what staff profile types can and can't do.

REGIONAL USER GROUPS

Registration for the upcoming Regional User Groups will open at the beginning of August. Check the calendar for dates and locations.

EG-IN PICKUP LOCATIONS

Occasionally we see hold transit requests with a pick-up library of "EG-IN" and not the preferred location. When this happens, we recommend retrieving the patron's account and updating the pickup location manually. The Admin Team is working on making this an automatic function, but please go ahead and update the ones you come across.

TRAINING OPPORTUNITIES

The Circulation fundamental webinars are getting updated! Check back in August for scheduled webinars!

Make sure to also check the calendar for other scheduled training opportunities and upcoming committee meetings.

Calendar

CLEANING UP REPORTS

In preparation for the upgrade in November, we will be working on cleaning out unused templates from the Reports module. Please consider helping out by going through your own templates and removing those that you do not use. Our hope is to clean up the shared folders so it is a *little* bit easier to navigate and find what you are looking for.

Note when you delete a template that any associated reports still present in your Output folders will be deleted as well.

ERESOURCES

Don't forget that your patrons have access to Gale Legal Forms and the Chilton Library database by using their Evergreen Indiana library card! Contact Courtney for access info.

www.evergreenindiana.org

ANNIVERSARIES

We're taking a look at libraries that celebrated their Evergreen Indiana anniversaries this week!

July 23, 2018 - Swayzee Public Library

CATALOGING COMMITTEE

The next Cataloging Committee meeting will take place via Zoom on Thursday, August 1 at 10am (ET). It is open to the public. You can access the meeting on the day here.

ANNUAL REFRESHERS

We're in the beginning stages of preparing for the annual refreshers for LocalAdmins and Cat1 permission holders. We will let you know when they've been scheduled and when registration opens!

MARC FROM SCRATCH

The next MARC From Scratch webinar will be on Thursday, August 8 at 10am (ET). We will be cataloging a Wonderbook! You can register here.