

Base Lining: Follow-Up on the Interlibrary Loan and Music Collections Survey of 2011

**Reference and Access Services Subcommittee, Music Library Association
Thursday, February 28, 2013, San Jose, CA**

Purpose of Follow-Up Survey

Gather Information/Statistics Regarding:

- Liberality of Lending
- Loss/Damage
- Reasons for not Participating/Loaning Media
- Use of Digital Surrogates

Compact Disc Lending Observations

- 15.79% of institutions reporting a 1-2 week local loan period extend the ILL loan period compared to 63% that retain the same loan period
- 27% of institutions with a 3-4 week local period have shorter ILL lending period. Only 1 in 11 reporting institutions extended the loan period

Lending Observations Summary

- Academic Libraries most likely to participate
- Libraries more balanced between academics and performance more likely to lend on a case-by-case basis
- Open stacks locations more inclined to participate in ILL than closed stacks
- Closed stacks libraries engage in more case-by-case decisions than open stacks libraries
- Many libraries extend or diminish loan periods for ILL vs. in-house

Reason for not participating in ILL of media	# of times selected	%
Concerned materials will not be available to local faculty, students, researchers	32	63%
Concerned with risk of loss	31	61%
Concerned with risk of damage	27	53%
Music media lending periods are too short to accommodate needs of InterLibrary Loan	19	37%
Music media materials are for in-house use only	14	27%
Other	14	27%
Replacements costs are prohibitive	13	25%
Concerned about copyright restrictions	8	16%

Other Reasons Cited for not Participating in Media ILL

- Most are out of print, not replaceable
- Restrictive circulation policies in the past
- We have a very unique collection and want to protect it. Many recordings of specific performances cannot be replaced
- Most lenders do not loan, so we have a reciprocal policy

How are Libraries Sending Out Media Items? (duplicate responses removed)

- Padded/Jiffy/Bubble envelopes
- Specially sized boxes for CDs/DVDs, also with padding
- Cardboard mailers for CDs/DVDs
- Boxes with foam insters
- Boxed by UPS
- Normal mailers out of state; no packaging for in-state courier delivery
- Carefully: lots of padding

Related Websites

ALA RUSA Interlibrary Loan Code for the United States

<http://www.ala.org/rusa/resources/guidelines/interlibrary>

IFLA Guidelines for Best Practice in Interlibrary Loan and Document Delivery

<http://www.ifla.org/files/assets/docdel/documents/guidelines-best-practice-ill-dd-en.pdf>

IFLA International Resource Sharing and Document Delivery: Principles and Guidelines for Procedure

<http://www.ifla.org/files/assets/docdel/documents/international-lending-en.pdf>

Copyright Clearance Center: Interlibrary Loan Copyright Guidelines and Best Practices

<http://www.copyright.com/media/pdfs/ILL-Brochure.pdf>