Library of Things – Labelling unique objects

Greetings Kelsey,

It was nice to speak with you today. Feel free to call upon us if we can help in any way.

Attached is a PDF of our pre-record we give to our catalogers for the creation of a new record. Final record is below.

<https://catalog.tadl.org/main/details?id=48445611>

Cheers,

Aaron

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**Aaron Olson**

*Sight & Sound AV Dept. Head*

*Meeting Room Coordinator*

**Traverse Area District Library**

231-932-8505

[tadl.org](http://tadl.org/) | [tadl.org/rooms](http://tadl.org/rooms) | [Instagram](https://www.instagram.com/accounts/login/?next=/tadl_sight_sound/) | [Facebook](https://www.facebook.com/cinemacuriosa)

Pronouns: ***he/him/his***

[TADL shared that they will use paint pens or a Dremel tool with the library name and barcode on the items; they also use an RFID tagging system with that contains the barcode, contents, and a QR code that offers online instructions).

Hi Kelsey,

We use luggage tags ([https://www.amazon.com/Cruise-Luggage-Waterproof-Transparent-Suitable/dp/B09W99CL6L/ref=sr\_1\_14\_sspa?keywords=luggage+cruise+tags+for+suitcases&qid=1673631287&sprefix=luggage+cruise%2Caps%2C81&sr=8-14-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEyMEJLQ0Y2VUpHSEQxJmVuY3J5cHRlZElkPUEwNjI3NTc1MUpXMDFERlg5M1ZCViZlbmNyeXB0ZWRBZElkPUEwNDE5NzQwTE85STBXNUc4NFY4JndpZGdldE5hbWU9c3BfbXRmJmFjdGlvbj1jbGlja1JlZGlyZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ](https://www.amazon.com/Cruise-Luggage-Waterproof-Transparent-Suitable/dp/B09W99CL6L/ref%3Dsr_1_14_sspa?keywords=luggage+cruise+tags+for+suitcases&qid=1673631287&sprefix=luggage+cruise%2Caps%2C81&sr=8-14-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEyMEJLQ0Y2VUpHSEQxJmVuY3J5cHRlZElkPUEwNjI3NTc1MUpXMDFERlg5M1ZCViZlbmNyeXB0ZWRBZElkPUEwNDE5NzQwTE85STBXNUc4NFY4JndpZGdldE5hbWU9c3BfbXRmJmFjdGlvbj1jbGlja1JlZGlyZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ)==) that we attach to items with the barcode and list of items included.  The tags hold up pretty well.

Rob

Hi,

I work @ Bacon  Library in Wyandotte, and I came up with what I thought was a good way to check fishing poles out.

First try, we put barcodes on the poles....obviously that caused problems getting the barcodes to scan without hitting someone. [haha!]

I found that putting a number on the fishing pole [#1, #2, etc] and then using index cards, put a barcode on the card, then the number of the pole.

We bought a recipe card box and put the cards in that at the desk.  When a patron brought the pole up, we just used the corresponding card w/barcode.

We also have tackle boxes, we just put the barcode on the tackle boxes.

I hope this helps!  If you have any questions, feel free to email or call me.

Joann

Joann Hedger

Administrative Assistant

Bacon Memorial District Library

45 Vinewood

Wyandotte MI 48192

734-246-8357 ext 220

I should have added we used a label maker, and taped our library name on the poles.

We've done luggage type tags on some things.

Leanne Milliman, Director

Crooked Tree District Library

2203 Walloon St.

Walloon Lake MI 49796

231-535-2111

We have two approaches to this.

Our fishing poles and tackle boxes are numbered in permanent marker, and we keep a laminated page with the barcodes and their corresponding number (pic attached). So if someone has pole 12 and box 5, we just scan those barcodes.

Our cake pans were a little trickier, but I ended up making a binder for people to flip through and then we just have to find the corresponding pan in the storage closet.  The binder is divided by occasion (any / Christmas / Halloween / spring ) and I create a page for each pan with the replacement value and a picture of it (usually an amazon listing), the barcode, and a laminated copy of any instructions.

As far as labeling them as library property, we put a label inside the tackle boxes and sharpie RTPL on the bottom of the cake pans, but mostly we don’t worry about it – ours were all donated and generally people are really good about bringing them back.

Hope this helps!

Bethany Romanowski

Library Director

Richfield Township Public Library

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Hi Kelsey,

We use clear plastic key tags for our LoT items. Not sure how they would work with a fishing pole but we are able to scan the barcode through the plastic and the ring holds them securely to the item.

Mark

***Hi  Kelsey,***

***We check out fishing poles.  They are painted pink.  I believe they have the barcode on the pole as well as the tackle box.***

***Hope this helps.***

***Angela Klocek***

***Technical Services Senior Librarian***

***St. Clair County Michigan***

***210 McMorran Boulevard***

***Port Huron MI 48060***

***Direct: 1-810-201-6360***

***1-810-987-7323 x2507***

We have sewing machines, power tools, and irons. We try to have a case (or tote) for these items and adhere the barcode on the case. The case has a laminated card listing the contents. We mark the item as much as possible with the library's name and code with a sharpie.

Yes, it can get quite complicated but so far, none of our items has come up missing.

**Jennifer Salgat**
Director
Lake Odessa Community Library
1007 Fourth Avenue
Lake Odessa MI  48849
616.374.4591

Hi Kelsey,   We attach a laminated tag with the item information and barcode to the container, for instance the tackle box. The tags don't work for skis and snowboards and such, so we just write the barcode and our name on the item with a sharpie. Fishing poles are tricky!

Donna Janke
Circulation Manager

Hartland's Cromaine Library

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810-632-5200 ext. 101 phone

Sometimes we make a plastic tag and zip-tie it to the item.

Kelsey,

We have a few things like this, that simply don't have a spot a barcode would fit, or where it likely wouldn't stay on (sleds, for instance).  For these, we put the barcode, due date label, and list of contents (if needed) on a manila envelope, and have them take that along with the item.  It's useful for things with instruction manuals as well, like our instant pot, keeps everything in one place.

Donald Priest
Director
Southgate Veterans Memorial Library
14680 Dix-Toledo Rd.
Southgate MI 48195
734-258-3002

For odd items we create cards with the barcode at the top and the item name.  No barcodes on the actual items themselves. They are filed at the front desk and scanned when items are checked out.

Pam Ballett

Schoolcraft Community Library