

SHARE Executive Council Meeting

Thursday July 20 at 1 p.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

(618) 656-3216

and via Zoom at <https://zoom.us/j/724769668>

Minutes

Call Meeting to Order and Roll Call: Called to order by Rick Meyer at 1:00 pm. In attendance: Diana Donahoo , Scott Drone-Silvers, Gloria Hendrickson, Ryan Johnson, Jared Lofrano , Susan McKinney, Rick Meyer, Jacob Pahde, Jill Pifer, and. Absent: Jim Bosomworth and Britni Hogg, . IHLS staff present: Joan Bauer.

Approval of Minutes from the May 3, 2018 Meeting: Susan McKinney made a motion to approve minutes of May 3, 2018 as written. Scott Drone-Silvers seconded. All ayes; no nays; motion passed.

Approval of Minutes from the June 8, 2018 Special Meeting: Susan McKinney made a motion to approve the minutes of the June 8, 2018 as written. Jacob Pahde seconded. All ayes; no nays; motion passed.

Old Business

- **Results of Vote and Approval of New Council Members**
 - **James Bosomworth (2-year term)**
 - **Britni Hogg (2-year term)**
 - **Jared Lofrano (1-year vacancy)**
 - **Gloria Hendrickson (2-year term)**Scott Drone-Silvers made motion to accept the vote and approve the new council members. Susan seconded the motion. All ayes; no nays; motion approved.
- **Chair Election and Vice Chair Selection:** Rick accepted his new role as Chair. Susan made a motion to elect Scott Drone-Silvers as the new Vice Chair. Jacob seconded. Motion passed.
- **Bi-annual Review of Governance:** Diana made motion made to table until next meeting the review of governance document so that complete document can be reviewed at one time. Susan seconded. All ayes; no nays; Motion passed.
- **Other:** No other.

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New Business:

- **New IHLS Associate Director:** Joan announced that Ellen Popit is the Associate Director of IHLS. Congratulations to Ellen. Anna Yackle was also recently hired as membership coordinator.
- **Review of Proposed Policies and Procedures:** Discussion of the policies that will be presented for the Member vote were reviewed and discussed.
- **Voting Process – Listing Libraries That Have Not Voted:** Not discussed at this time.
- **Circ Committee Chair – Resignation of Paula Tretter:** Rick discussed that the Circulation Committee will need to vote for a new chair. Robert Edwards is currently vice chair and will continue in that capacity.
- **Other**

Illinois Heartland Library System Report: Joan provided a very brief IHLS System Report. She announced IHLS Staff Day is July 30 – no delivery for that day. Also Members Matter will be on August 7 at the Decatur Public Library. IHLS has a meeting on Tuesday, July 24.

SHARE Staff Update: Joan updated the committee on the Dream Grant, announcing that Wayne City Library has gone live. Nokomis Public Library and Girard Public Library are both scheduled to go live.

SHARE Committee Updates:

- **Bibliographic Services & Cataloging Standards:** The committee last met on July 20, 2018. There was discussion on shortening the number of hours for catalogers at special libraries. No action was taken. Also covered was modification of policy concerning use of GMD. Policy refers to a chapter in the AACR2 Manual and with fewer libraries having the manual, a listing of the appropriate GMDs should be provided. The next committee meeting is Friday, September 21, 2018 at 10:00 a.m.
- **Circulation & Resource Sharing:** Susan McKinney recapped the last meeting. The committee met on June 14, 2018. Topics covered include a discussion of policies to put out for review: Conflict Resolution, Patron registration, and Lost Items after 3 years. A discussion of managing lost and overdue items and well as how to handle items with short loan time was had. Committee also discussed KitKeeper.com and Tutor.Com. The next committee meeting is Thursday, August 9, 2018 at 10:00 a.m.
- **Finance & Policy Committee:** Committee met on July 12, 2018 and finances are stable. Committee discussed a few policy re-workings, budget update and FY fees for next year. Further discussions will be had after the audit. The next committee meeting is Thursday, September 13, 2018 at 10:00 a.m.
- **eResource Committee:** Nothing to report. The next regular committee meeting is Monday, September 24, 2018 at 3:00 p.m.

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Public Comment: None

Announcements: Rick discussed the move by Decatur Public to go Fine Free.

Next meeting: Thursday, September 6 , 2018 at 2:30 p.m. via Zoom.

Adjournment: Susan McKinney made a motion to adjourn the meeting, with Jacob Pahde seconding the motion. Meeting adjourned at 1:30 p.m.

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