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## SHARE Circulation and Resource Sharing Committee Minutes

Thursday, April 13, 2023

10:00 a.m.

### Call Meeting to Order

Esther Curry called the meeting to order at 10:07 a.m.

### Roll Call

Members present: *Esther Curry (Chair), Mary Cordes, Sarah Isaacs, April Jensen, Susan McKinney, and Jennifer Slack.*

Members absent: *Janet Cler, Paula Tretter, Sandy West, and Diane Yeoman.*

Others present: *Jennifer Baugh, Danielle Beasley, Tammy Caputo with Mahomet Public Library District, Jace Cook, Zach Henderson, Laura Mitkos with Chatham Area Public Library District, Donald Pippin, Dena Porter, Mary Ray with Sidell District Library, and Cassandra Thompson.*

### Approval of February 9, 2023, Minutes

A motion and second were made to approve the Feb. 9, 2023, minutes. Motion carried unanimously by roll call vote.

### SHARE Update

Aspen implementation is progressing, and the SHARE Finance and Policy Committee is discussing financial details. An implementation meeting with ByWater Solutions helped to develop a timeline for a tentative launch in the fall. Cataloging libraries will be among the first to switch to Aspen, as there will be cleanup involved with item and bibliographic records for the grouped works functionality, and they will be able to help SHARE catalogers with the process. A working group is being created to help develop the template design for members.

Lesley Zavediuk, a consultant for IHLS, might be able to assist with the Aspen implementation, which would help to alleviate concerns about staff resources during the process. The SHARE Bibliographic Services Manager has begun working with her team to clean up bibliographic records to prepare for implementation. More information will be available in the coming months as the project progresses.

Annual agreements are tentatively scheduled to go out on April 24. Fee scales have not changed, but members may see changes in their library's fees if their revenue or enrollments have changed.

Reaching Forward South is tomorrow, April 14. A networking event is being held at Dewey's Pizza in O'Fallon, Ill., tonight, April 13, to allow members to meet before the conference. SHARE, CMC, and IHLS have presentations planned for the conference and encourage members to attend.

Barcode Refresher Training is going well, with very few issues so far. Cataloging libraries will be contacted to ask for assistance with cleanup projects as we move toward Aspen.

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The end of the school year is approaching, and school libraries are asked to submit their End of the Year form on the SHARE website.

### **New Business**

- **New Member – Tammy Caputo, Mahomet PLD** – A motion and second were made to accept Tammy Caputo as a member of the SHARE Circulation and Resource Sharing Committee. Motion carried unanimously by roll call vote.
- **4K Blu-ray Disc** – A number of our member libraries have begun to order 4K Blu-ray discs for their collection and have asked if they could add a 4K Blu-ray material type for cataloging purposes. Rather than a material type being created, the SHARE Bibliographic Services Manager recommended creating a collection code for 4K Blu-ray discs. Similar discussions have been held recently regarding PAL-formatted DVDs, and standards have been set by the SHARE Bibliographic and Cataloging Standards Committee on handling formatting information. Members are asked to mark edition statements and video characteristics in the bibliographic records of DVDs, which helps patrons to identify what they can and cannot play with their video-playback devices. Item containers should also be marked to inform patrons of potential compatibility issues.
- **Other** – None

### **Old Business**

- **Other** – None

### **Public Comment**

None

### **Announcements**

None

### **Next meeting**

Thursday, June 8, 2023, at 10:00 a.m.

### **Adjournment**

There being no further business to discuss, the chair adjourned the meeting at 10:24 a.m.

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1840 Innovation Drive, Carbondale, IL 62903 • 618.985.3711  
1704 West Interstate Drive, Champaign, IL 61822 • 217.352.0047  
6725 Goshen Road, Edwardsville, IL 62025 • 618.656.3216  
www.share.illinoisheartland.org • 618.656.9401 Fax