
SHARE Circulation and Resource Sharing Committee Minutes

Thursday, February 13, 2025

10:00 a.m.

Call Meeting to Order

Sandy West called the meeting to order at 10:00 a.m.

Roll Call

Members present via Zoom

Sandy West (Chair), Tammy Caputo, Esther Curry, Sarah Isaacs, Susan McKinney, Joel Pikora, Jennifer Slack, Paula Tretter, and Diane Yeoman. Robert Edwards arrived after the roll call.

Members absent

Mary Cordes

Others present via Zoom

Jennifer Baugh, John Kirchner, Laura Mitkos, Dena Porter, Jacob Sedor, Andrea Sellars, and Cassandra Thompson

Approval of December 12, 2024, Minutes

Action taken: Esther Curry motioned to approve the corrected December 12, 2024, minutes, seconded by Susan McKinney. Motion carried unanimously.

SHARE Update

Member Day

IHLS hosted Member Day on February 12, 2025. Recorded sessions will be available for viewing soon.

Renewal of Group Purchases

SHARE is renewing group purchases for programs such as the Swank movie licensing and McNaughton book leasing.

Aspen

A recent update to Aspen erroneously added curbside pickup to all libraries. This has been corrected on libraries that do not offer this service. Bywater Solutions is still working on the e-pay feature for the state e-pay program through NCR.

Upcoming Meetings

SHARE is hosting a Member's Group Meeting on March 5 and a budget review meeting with the Executive Council in April.

New Business

Patron Registration – Special Exceptions

The committee reviewed updates to the patron registration policy, including special exceptions for intergovernmental agreements as discussed at the last meeting. The committee also reviewed the

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existing policy that academic and public libraries require government-issued identification. The committee also discussed managing patron records between libraries. Blocking notes placed by one library can create problems at another library. The committee determined that only home libraries should place blocking notes on patrons from their library. Upon reviewing the policy document, multiple changes were discussed. The committee decided to table this discussion until the next meeting.

Damaged Items – Define Damage

A member library has received multiple bills for damaged items from various other libraries. The committee discussed what defines “damage” compared to normal wear-and-tear from regular use. Due to the ambiguous nature of this issue, the committee has requested SHARE send something out to members about this topic. In addition, a policy revision for ownership of damaged items will be reviewed at the next meeting.

Availability Module/Copy Information

Certain kits are meant only for use within a library, and not for patrons to take home. However, this restriction does not appear within the main search results page, since those are bibliographic records, not item records. The committee discussed possible solutions, including reaching out to Bywater to make an API correction to show additional details in the availability button; however, this still does not correct the issue. No changes will be made at this time.

Aspen Format Order – Member Comment

SHARE has received member comments regarding the order of formats displayed in Aspen. The committee reviewed these comments and suggestions. **Action taken: Joel Pikora motioned to approve the suggested Aspen format changes, seconded by Susan McKinney. Motion carried unanimously.**

Public Comment

None.

Announcements

None.

Next meeting

Thursday, April 10, at 10:00 a.m.

Adjournment

There being no further business to discuss, the chair adjourned the meeting at 11:58 a.m.