

SHARE Executive Council Meeting

Thursday, January 3, 2019 at 2:30 p.m.
Illinois Heartland Library System
6725 Goshen Road, Edwardsville, Illinois 62025
(618) 656-3216
via Zoom at <https://zoom.us/j/724769668>

Minutes

Call Meeting to Order and Roll Call: Called to order by Rick Meyer at 2:30 p.m.

In attendance: Esther Curry, Diana Donahoo, Gloria Hendrickson, Britni Hogg, Ryan Johnson, Susan McKinney, Rick Meyer, Jacob Pahde, and Jill Pifer. Scott Drone-Silvers arrived after roll call.

Absent: Jim Bosomworth and Jared Lofrano.

IHLS staff present: Cassandra Thompson, Ellen Popit, Joan Bauer, and Shelley Stone.

Approval of Minutes from the November 1, 2018 Meeting: There were two errors on the previous minutes. Esther Curry was not listed as an attendee and there was a typo in the spelling of Blu-ray. Esther Curry made a motion to approve the corrected minutes. The motion was seconded by Jill Pifer. Motion passed.

Old Business:

- **Bootleg DVDs:** There has been a change in the wording in the Cataloging of advance reading copies, advance screening copies, uncorrected proofs, etc. It now reads: "The following resources cannot be added to the collection," instead of should not, in order to be more precise.
- **New Logo:** SHARE is working to get a new, modernized logo. The current logo may have some copyright issues and it is also not scalable. This initiative will be crowdsourced at a minimal cost and will be absorbed by the current budget. SHARE/IHLS will also hold the permissions for the final product. Once the crowdsourcing is completed, Cassandra will send the top selections out for survey by both SHARE staff and membership, in order for the Executive Council to make the final selection.
- **Other:** None.

New Business:

- **Membership Meeting (Electronic) and Vote – March 21, 2019:** The Executive Council agreed to the next Membership Meeting date.
- **Other:** None.

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Illinois Heartland Library System Report: Ellen Popit submitted the IHLS report. The System Area and Per Capita Grant will be due on January 15 and certification opened on January 2. She thanked those that participated in the ILA focus groups and reminded the group about upcoming legislative meetups in this part of the state.

SHARE Staff Update:

- SHARE Director—Cassandra Thompson explained that there were several projects outstanding, but do not have any additional information, including potential partnerships with RAILS and PrairieCat. SHARE staff are working on database maintenance for long-lost item records. Since this is a new initiative, it will likely take longer than subsequent years. There are cataloging positions available and a Circ Specialist position to be added soon. Another upcoming project will be a book club and kit resource sharing program.
- Administrative Services—Joan Bauer ran the YTD saved report for all SHARE libraries on 12/31, since the numbers automatically reset on 01/01, and will offer those reports to members. She will also be sending long-lost reports to members as well. She is happy to help with the IPLAR and ILL Traffic Survey, if needed. She also notified the group that Polaris will be updating to version 6.2 soon, with additional features.
- Bibliographic Services—Shelley Stone stated that there are upcoming training sessions now available on L2. She is also working to provide SHARE catalogers with their CE hours this month.

SHARE Committee Updates:

- Bibliographic Services & Cataloging Standards—Jacob Pahde stated that the Bib Standards Committee was in November. They discussed a change requiring holds be placed on on-order records. The reason for this change is that patrons may not get their holds until the restriction local holds is lifted, which causes some confusion with items that may not be purchased as broadly. Making this mandatory also causes a great deal of extra work for catalogers that are using templates. The discussion centered on the customer experience versus staff workflow. This will be sent for member comment with detailed explanation and will return to committee for further discussion.
- Circulation & Resource Sharing—Cassandra Thompson reported for the December Circulation Committee meeting. The Bib Standards Committee currently only sends major revisions or new policies out to membership for review. The Circulation Committee is considering a similar measure, when there are minor changes to existing policy. Cassandra Thompson recommended drafting a suggested common loan period document for members. This document would be recommendations only, in order to serve patrons more equitably across the SHARE program, and not a requirement for membership.

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A member requested the committee review the policy on linking accounts due to the change in public library's one patron, one card rule. Another member requested review of the auto-renewal feature in Polaris. Members will be surveyed before any further action is taken.

Bib Standards asked the committee to discuss potentially adding generic labels (like Fiction) to subject search terms. There were additional facets to the discussion, and the committee asked for it to return to Bib Standards for their expert recommendation, based on their conversation.

- Finance & Policy Committee—Jill Pifer reported on the November Finance & Policy Committee meeting. The Executive Council had asked the committee to review the vote quorum rule, but no consensus was reached. The eResources fee scale is also under review, but had been sent back with changes. If there is any change Cassandra Thompson would need to reach out to those libraries that are most affected. The group is also planning an in-person meeting in the spring.
- eResource Committee—Ryan Johnson stated that the eResource Committee has not met since the last meeting.

Public Comment: None.

Announcements: The SHARE eResources specialist Lesley Zavediuk is out on maternity leave, and Cassandra Thompson will answer any eResources questions during that time.

Next meeting: Thursday, March 7, 2019 at 2:30 p.m. via Zoom.

Adjournment: Jill Pifer made a motion to adjourn and was seconded by Jacob Pahde. The meeting adjourned at 3:48 p.m.

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