



SHARE Executive Council Meeting

Wednesday, October 2, 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 Scott Drone-Silvers at 2:32 p.m.

In attendance: Scott Drone-Silvers, Chair, Jenna Dauer, Vice Chair, Jim Bosomworth, Esther Curry, Gloria Hendrickson, Britni Hogg, Ryan Johnson, Jared Lofrano, Rick Meyer, and Jacob Pahde.

Absent: Diana Donahoo and Jill Pifer.

IHLS Staff: Colleen Dettenmeier, Ellen Popit, and Shelley Stone.

Approval of Minutes from the June 6, 2019 Meeting: Jared Lofrano made a motion to approve the August 1, 2019 minutes and the motion was seconded by Esther Curry. Motion passed.

Old Business:

- **Voting Process Review:** The SHARE Finance & Policy Committee has a proposal to change to a limited tiered voting system. The proposal is up for member comment. The tiered system was briefly discussed and Esther Curry mentioned that the Finance & Policy Committee will meet to review comments in order to get it ready for the voting process.
- **Other:** None.

New Business:

- **Auto Renewal:** The SHARE Circulation & Resource Sharing Committee held a well-attended town hall to discuss member requests to activate the auto renewal feature in Polaris. Comments were submitted with mixed results. The Circulation Committee will review at their next meeting on October 10, 2019.
- **FY21 SHARE Fee Scale:** The SHARE Finance & Policy Committee submitted a proposal to change the SHARE fee scale and increase SHARE fees. Colleen Dettenmeier presented information comparing SHARE member fees with SWAN, PrairieCAT, and CCS members' fees. All are considerably higher than SHARE's fees.
- **Establishing or Changing SHARE Policies:** The SHARE Finance & Policy Committee recommended changing the existing process of establishing or changing SHARE policies so that minor changes that do not change the intent of the policy will be

- completed at the committee level. Rick Meyer made a motion for the proposed changes to establishing or changing SHARE policies to go to member vote and the motion was seconded by Jacob Pahde. Motion passed.
- **Solus Web App:** The council discussed the Solus Mobile Library App. The SHARE Finance & Policy Committee and the SHARE eResource Committee both moving forward in gathering information on a library app that will integrate with Polaris.
 - **Committee Practices:** The SHARE Finance & Policy Committee recommended that the SHARE Committees should determine best practices for volunteer attendance at committee meetings. After a brief discussion, Ryan Johnson recommended that SHARE Executive Council ask each committee to develop a guideline for participation and report back. The motion was seconded by Esther Curry. Motion passed.
 - **Other:** None.

Illinois Heartland Library System Report: Ellen Popit presented the Illinois Heartland Library System Report. Member Day will be held on November 7, 2019. Currently, there are 164 people signed up, with 180 people being at capacity.

SHARE Staff Update:

- *SHARE Director*—Cassandra Thompson left notes with Shelley Stone. The SHARE staff have experienced some staffing changes, with the recent retirement of Joan Bauer, SHARE Manager for Administrative Services. Day-to-day operations will continue as normal, with work split between existing staff until a replacement is hired. The best way to reach the appropriate staff member to handle your request is to submit a help desk ticket.
- *Bibliographic Services*—Shelley Stone is preparing the quarterly cataloging billing information for the Finance Department.

SHARE Committee Updates:

- *Bibliographic Services & Cataloging Standards*—Jacob Pahde stated that the Bib Standards Committee will meet in November. The last two regularly scheduled meetings have been cancelled.
- *Circulation & Resource Sharing*—Esther Curry stated that the town hall meeting on the topic of auto-renewals was well-attended. Having a hold shelf in public areas was also discussed.
- *Finance & Policy Committee*—Jill Pifer was absent. Esther Curry said that Finance and Policy Committee information has already been discussed throughout the meeting.
- *eResource Committee*—Ryan Johnson stated the eResource Committee met on September 23. They discussed the option to turn on reading history for the cloudLibrary. A new committee member is needed.

Public Comment: None.

Announcements: None.

Next meeting: The SHARE Executive Council will meet in person at IHLS Member Day on November 7, 2019 in the first breakout session after lunch. The next regularly scheduled meeting will be Wednesday, December 4, 2019 at 2:30 p.m. via Zoom.

Adjournment: Jacob Pahde made a motion to adjourn and was seconded by Esther Curry. The meeting adjourned at 3:19 p.m.