



SHARE Executive Council Meeting
Wednesday, December 4, 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, Diana Donahoo, Gloria Hendrickson, Britni Hogg, Ryan Johnson, Rick Meyer, Jacob Pahde, and Jill Pifer.

Absent: Jared Lofrano

IHLS Staff: Cassandra Thompson, Ellen Popit, and Shelley Stone.

Others in attendance: Rita Stephens, Illinois State Library

Approval of Minutes from the October 2, 2019 Meeting: Ryan Johnson made a motion to approve the October 2, 2019 minutes and the motion was seconded by Esther Curry. Motion passed.

Approval of Minutes from the November 7, 2019 Special Meeting: Jacob Pahde made a motion to approve the November 7, 2019 special meeting minutes and the motion was seconded by Esther Curry. Motion passed.

Approval of Minutes from the November 7, 2019 Membership Meeting: Ryan Johnson made a motion to approve the November 7, 2019 membership meeting minutes and the motion was seconded by Esther Curry. Motion passed.

Old Business:

- **Member Vote Review:** The Executive Council reviewed the results of the previous membership vote. With 240 votes, all four proposals were approved. The fee scale changes will go into effect in FY21, with annual notices to be sent in the spring. The council asked to be notified if there are any libraries that have to drop membership due to the increase.
- **Membership Meeting Survey:** The Executive Council discussed alternative options for future membership meetings. Cassandra Thompson and Ellen Popit will take them to the IHLS Member Day Committee for further brainstorming.
- **Committee Practice Review:** Esther Curry made a motion that all volunteers will need to commit to at least 2/3 of regularly scheduled meetings. If that requirement is not met, it will be reviewed by the President and SHARE Director, with a recommendation made on a case-by-case basis. If a member is not able to participate at this level, they will be given the opportunity to improve or resign. If the member chooses to remain on the committee, but still is not able to meet expectations, the president will have the authority to replace that position. Jacob Pahde seconded the motion. Motion passed and will now be Executive Council practice.
- **Other:** None.

New Business:

- **ChiliFresh/ChiliPAC:** Cassandra Thompson informed the committee on the updated quote for ChiliFresh service as a replacement to Syndetics. There would be an increased cost of \$3222 per year. There were some concerns in regards to cost as well as the unmoderated reviews for our school library users. The SHARE Finance & Policy Committee will continue to review the product and make a recommendation.
- **Other:** None.

Illinois Heartland Library System Report: Ellen Popit presented the Illinois Heartland Library System Report. She stated that IHLS Member Day was the highest attended yet. At the IHLS board meeting, language was changed to reflect Rhonda Johnisees's position title of Finance Director instead of CFO. IHLS is also considering an updated drug-free workplace policy. There are several new laws that affect libraries and will try to provide information regarding these laws as soon as possible.

SHARE Staff Update:

- *SHARE Director*—Cassandra Thompson stated that she is reviewing resumes for the open administrative services position and hopes to begin interviews soon. She also has a meeting scheduled next week with RSA. She stated that the Swank movie license discount has been extended through December 16.
- *Bibliographic Services*—Shelley Stone has been working with two new libraries to start barcoding, including the Potomac Public Library District and Gillespie High School.

SHARE Committee Updates:

- *Bibliographic Services & Cataloging Standards*—Jacob Pahde stated that there were slight revisions to training requirements for certification requirements. The committee also decided to move to a quarterly meeting schedule (January, April, July, October). Their committee practice policy will be an expectation of 75% attendance over a two-year period, with exceptions for extenuating circumstances. They are also developing a local policy on ISBD punctuation between subfields. The committee also had an opening, and already has a new volunteer interested.
- *Circulation & Resource Sharing*—Esther Curry stated that the Circulation & Resource Sharing Policy has not met and will meet in February.
- *Finance & Policy Committee*—Jill Pifer stated that all Finance & Policy Committee issues have already been discussed.
- *eResource Committee*—Ryan Johnson left the meeting early. The eResource Committee has not recently met.

Public Comment: None.

Announcements: Ryan Johnson was promoted to director of the O'Fallon Public Library. Scott Drone-Silvers will retire in December 2020.

Next meeting: Wednesday, February 5, 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 3:39 p.m.