



## SHARE Executive Council Meeting

Wednesday, June 3, 2020 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 2:38 p.m.

*In attendance*—Scott Drone-Silvers, Chair, Jenna Dauer, Vice Chair, Esther Curry, Diana Donahoo, Gloria Hendrickson, Rick Meyer, Jacob Pahde, and Jill Pifer.

*Absent*—Jim Bosomworth, Britni Hogg, Ryan Johnson, and Jared Lofrano.

*IHLS Staff*—Cassandra Thompson, Ellen Popit, and Dena Porter.

**Approval of Minutes from the April 1, 2020 Meeting:** Rick Meyer made a motion to approve the April 1, 2020 meeting minutes and the motion was seconded by Jill Pifer. Motion passed.

**Approval of Minutes from the April 22, 2020 Budget Review Meeting:** Jacob Pahde made a motion to approve the April 22, 2020 budget review meeting minutes and the motion was seconded by Esther Curry. Motion passed.

#### Old Business:

- **COVID19 Pandemic Response:** The committee discussed SHARE response to libraries reopening. One consideration is when to reactivate hold requests. Esther Curry made a motion to reactivate holds three business days before delivery resumes, in order to retain some flexibility in case the date changes. Diana Donahoo seconded. All in favor and motion passed.

In addition, a patron realized that they could place non-local holds by changing the pickup location. Cassandra Thompson will send a message out to member library staff in the next newsletter.

- **Mobile App:** The eResource Committee met this morning to discuss next steps to review a mobile app. The Solus TRACpac is available for a beta test, and they have offered us a test account to review. The committee will demo several products including Solus, Capira, and ChiliFresh and make a recommendation to the committee.
- **Other:** None.

#### New Business:

- **Elections:** The SHARE Executive Council elections are coming up next month. Jill Pifer and Rick Meyer are both at the end of their second term. In addition, we will need a replacement due to Scott Drone-Silvers retirement in December. Cassandra Thompson will reach out to possible

replacements.

- **Other:** None.

**Illinois Heartland Library System Report:** Ellen Popit recapped recent membership meetings including a state-wide trustee event with over 700 participants and a Members Matter zoom event with 185 participants. Greg McCormick with the Illinois State Library reported that they are reviewing the limit to the numbers of people within a library, dependent on the space in the building. In addition, there may be some additional guidance on reciprocal borrowing rules soon. The Illinois Library Association is offering two virtual sessions every week, called Reaching Forward Friday, in lieu of their annual Reaching Forward event. There have also been recent legislative changes, including the Cards for Kids program and changes to the OMA regulations for virtual meetings, with guidance from Phil Lenzini. This information was sent to members today. IHLS has begun to slowly reopen hubs, with a reduced schedule for staff, with the option to work in the office Monday/Tuesday or Thursday/Friday. Sharon Ruda and Jeanne Urbanek are retiring from the Illinois State Library.

#### **SHARE Staff Update:**

- *SHARE Director*—Cassandra Thompson shared information about companies offering curbside service technology solutions. In addition, she shared some changes to RBdigital, including a switch to their unlimited magazine service, with demos planned in late June. She is also working with PressReader.
- *Administrative Services*—Dena Porter shared the ways that she is helping libraries resume service, including bulk changes to due dates or expiration dates, patron self-registration, changes to hold or loan limits, reactivation for hold or overdue notices, customized text for notices, and a customized shelf location for quarantined items. One suggestion was to build a form that member libraries can fill out.

#### **SHARE Committee Updates:**

- *Bibliographic Services & Cataloging Standards*—Jacob Pahde stated that the committee will meet now quarterly. ISBD punctuation is now considered best practice until the next vote. Recording publication and copyright dates in Polaris bibliographic records has been sent for member comment.
- *Circulation & Resource Sharing*—Esther Curry stated that the Circulation Committee had not met since our last meeting.
- *Finance & Policy Committee*—Jill Pifer stated Finance had reviewed the SHARE budget and moved mobile app discussions to the eResource Committee. The group discussed eliminating the SIP2 module fee, but since the budget and recent increase were developed with those funds in mind, that discussion will be tabled.
- *eResource Committee*—Ryan Johnson was absent, so Cassandra Thompson updated the group that the majority of cloudLibrary participants requested the Reading History function to be turned on. She also updated the group about a February meeting with the cloudLibrary representative, where circulation and spending from member libraries was down, while the cost per circ was the lowest he had seen. The collection was also heavily used at that time. This was before circumstances changed, and will need to re-evaluate in the fall. Hold limits for the cloudLibrary

have also increased from 5 to 6.

**Public Comment:** None.

**Announcements:** None.

**Next meeting:** Wednesday, August 5, 2020 at 2:30 p.m. via Zoom.

**Adjournment:** Jill Pifer made a motion to adjourn and was seconded by Rick Meyer. The meeting adjourned at 3:42 p.m.