



## SHARE Executive Council Meeting

Wednesday, October 7, 2020 at 2:30 p.m.  
Illinois Heartland Library System  
6725 Goshen Road, Edwardsville, Illinois 62025  
via [Zoom](#)

### Minutes

**Call Meeting to Order and Roll Call:** Called to order by Ryan Johnson at 2:31 p.m.

*In attendance*—Ryan Johnson-Vice President, Esther Curry, Diana Donahoo, Gloria Hendrickson, Sarah Hill, Britni Hogg, Jared Lofrano, Jacob Pahde, Miranda Shake, and Carol Ziese

*Absent*—Jim Bosomworth and Jenna Dauer

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

*Also Attending*—Scott Drone-Silvers, Lake Land College

**Approval of Minutes from the August 5, 2020 Meeting:** Esther Curry made a motion to approve the August 5, 2020 meeting minutes and the motion was seconded by Diana Donahoo. All in favor and motion passed.

#### Old Business:

- **New Members:** The committee welcomed two new members. Sarah Hill is the new Academic Library Representative, replacing Scott Drone-Silvers, due to his upcoming retirement, and Miranda Shake is now the chair of the SHARE Finance & Policy Committee.
- **Library Representatives/Library Sizes:** The committee reviewed the requirements for public library representatives, based on public library population size (less than 10,000, 10,001-50,000, and more than 50,001). Right now, only the Decatur Public Library is classified as a large public library. This being a census year, there may be additional changes, and the group discussed revising those classifications. Esther Curry made a motion to send a proposal to change the governance definition for a large public library to a population above 35,000. The proposal was seconded by Jacob Pahde. All in favor, and the motion passed.
- **COVID-19 Response:** The committee discussed how COVID-19 has impacted their libraries. There were no further recommendations to change SHARE practices at this time.
- **Other:** None.

#### New Business:

- **E-Books Grant:** The committee reviewed the recent invitation from the state library to purchase e-books via the cloudLibrary.
- **Membership Meeting:** Cassandra Thompson asked the committee to consider dates for an upcoming Membership Meeting. Pending approval from the SHARE Executive Council President

Jenna Dauer, we will plan the Annual SHARE Membership Meeting on December 9, 2020 at 2:30 p.m. for a review of the SHARE program and committee activity.

- **Other:** None.

**Illinois Heartland Library System Report:** Ellen Popit reported upcoming conferences, including ILA and AISLE, as well as IHLS Member Day, featuring keynote R. David Lankes and closing speaker Brooke Doyle. The state library has been very busy reviewing recent grant opportunities for public libraries, and additional grants for school libraries will be due next week. The IHLS membership team has transitioned from in person site visits to virtual visits via Zoom.

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

- *SHARE Director*—Cassandra Thompson stated that she is continuing to work with OverDrive regarding the RBdigital merger.
- *Bibliographic Services*—Shelley Stone reported that she has visited two transitional libraries to start their barcoding, Marissa and Meridian schools. In addition, our catalogers have been working with other transitionals, Potomac Public Library District and Gillespie schools, to help give them a boost in their barcoding efforts. Next week, the catalogers will be attending the OLAC conference, and will respond to questions between sessions.
- *Administrative Services*—Dena Porter stated that she is working on dates for an upcoming Polaris 6.6 upgrade, with more information on new features to be shared soon. She is also working on an administrative manual for SHARE. As of today, there are 366 libraries with interlibrary loan enabled, with 117 still opting out. These are almost exclusively schools and special libraries, but we hope to see more enabled as students begin to return to classes.

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

- *Bibliographic Services & Cataloging Standards*—Jacob Pahde stated that the committee had not met since our last meeting, but will meet again this Friday. Part of the discussion will include a recent member survey regarding the General Material Designation (GMD). The overwhelming majority have requested that we keep the GMD.
- *Circulation & Resource Sharing*—Esther Curry also mentioned that there was a cross conversation about the GMD with the SHARE Circulation & Resource Sharing Committee, which will meet again tomorrow. The committee has also revisited the conversation about allowing auto-renewal, with a discussion on potentially allowing Decatur PL to test this feature.
- *Finance & Policy Committee*—Miranda Shake reported that as of 8/31/2020 the IHLS Finance Department has collected 88.7% of expected SHARE revenues. This is a 1.5% increase of collected accounts from the previous year. The committee also discussed the e-book grant and the SHARE mini-grants to allow SHARE members without existing digital collections to join the cloudLibrary consortium for the remainder of FY2021. As of 8/31/2020, the SHARE cash balance can fund the program 12.3 months, based on the current FY2021 budget. This is great news,

because that will carry us into the next fiscal year, when the largest bills are due.

- *E-Resources Committee*—Ryan Johnson stated that the committee has been reviewing potential mobile apps for SHARE, including Solus and Capira. The committee will meet again December 19 to discuss this project further.

**Public Comment:** None.

**Announcements:** None.

**Next meeting:** Wednesday, December 2, 2020 at 2:30 p.m. via Zoom. Pending approval, the SHARE Annual Membership meeting will be the following Wednesday, December 9, 2020 at 2:30 p.m.

**Adjournment:** Ryan Johnson adjourned the meeting at 3:19 p.m.