



SHARE Executive Council Meeting

Wednesday, June 9, 2021 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 Jenna Dauer at 2:30 p.m.

In attendance—Jenna Dauer (President), Ryan Johnson (Vice President), Esther Curry, Gloria Hendrickson, Sarah Hill, Britni Hogg, Miranda Shake, and Carol Ziese.

Absent—Jim Bosomworth, Diana Donahoo, Jared Lofrano, and Jacob Pahde.

Other attendees—Danielle Cornelius (Marion Carnegie Library) and Donna Schaal (Argenta-Oreana Public Library District).

IHLS staff—Cassandra Thompson, Ellen Popit, Dena Porter, Jacob Sedor, and Shelley Stone.

Approval of Minutes from the April 7, 2021 Meeting, April 21, 2021 Special Meeting, and May 5, 2021 Membership Meeting: Ryan Johnson made a motion to approve the April 7, April 21, and May 5, 2021 meeting minutes and the motion was seconded by Esther Curry.

Old Business:

- **E-Books Grant:** Cassandra Thompson updated the committee on the E-Books Grant, with all funds spent. In May, SHARE purchased 4,342 e-books.
- **Membership vote results:** All pending proposals were approved by membership. Esther Curry made a motion to accept the results of the election, seconded by Miranda Shake. Approved unanimously.
- **SHARE Voting Process:** Cassandra Thompson asked if the voting bylaws should be changed to a majority of libraries that participate in the vote, rather than a majority of all members. The committee asked if there could be a better way to inform members. The committee also asked if the deadline for votes could be extended from one week after the membership meeting. The committee asked if it were possible to clarify who could vote, as there was confusion by library staff as to who was eligible to vote and represent their agency. The discussion has been tabled until the next meeting.
- **SOLUS implementation:** Cassandra Thompson gave an update on the rollout of SOLUS and proposed an ad-hoc committee to oversee the implementation.

- **Other:** None.

New Business:

- **SOPPA:** SOPPA (Student Online Privacy Protection Act) is a new privacy law to protect student data. The law defines an “operator” as a company that exclusively serves K-12 schools, but after review by our attorney, we will move forward with signing a data protection agreement for our school members in support of the law.
- **Other:** There was a proposed change of meeting times for the Executive Council to move to the first Thursday, rather than the first Wednesday to better accommodate the availability of new members. The issue will be tabled for the next meeting.

Illinois Heartland Library System Report:

- *Associate Director—Ellen Popit*
 - System Area and Per-capita Grant submitted to state library.
 - Introduced new electees to the board.
 - Certification in L2 has been completed.

SHARE Staff Update:

- *SHARE Director—Cassandra Thompson*
 - Polaris is adding a new discovery layer, Vega, to improve search results. There will be a demonstration of the new feature provided on August 18th at 2:30 p.m.
 - Aspen is another new discovery layer that Cassandra is looking into for comparison and a possible demonstration.
 - The committee asks if the addition of new discovery layers would impact the implementation of SOLUS.
 - Cassandra Thompson is exploring a substitute program to provide extra staff to libraries in need of extra help. The Circulation Committee has put out a member poll to gauge interest in the program. The committee asks several legal questions regarding IMRF, time off accrual, payment and taxes.
 - The delivery department has requested universal placement of barcodes be implemented to ease the sorting of items by automatic material handlers. The committee asks for a timeframe regarding implementation and whether or not automatic material handlers will be in place soon.
- *Bibliographic Services—Shelley Stone*
 - Robert Brady, a cataloger at Champaign, is retiring at the end of the month.
 - No catalogers training in July; next session is August 10
- *Administrative Services—Dena Porter*

- End-of-year plans for schools have been finished.
- Dongola Public Library went live on Polaris last week.
- Common loan focus group has sent out a survey to all directors.
- Working with libraries that are preparing to go fine-free.

SHARE Committee Updates:

- *Bibliographic Services & Cataloging Standards—Jacob Pahde, Chair*
 - The committee has not met recently and Jacob Pahde is absent today
- *Circulation & Resource Sharing—Esther Curry, Chair*
 - The committee meets tomorrow and has nothing new to share.
- *Finance & Policy Committee—Miranda Shake, Chair*
 - The committee has not met recently and is scheduled to meet July 8.
- *E-Resources Committee—Ryan Johnson, Chair*
 - The committee has not met recently.

Public Comment: None.

Announcements: None.

Next meeting: Wednesday, August 4, 2021 at 2:30 p.m.

Adjournment: There being no further business, Jenna Dauer adjourned the meeting at 3:35 p.m.