
SHARE Executive Council Minutes

Thursday, October 3, 2024

2:00 p.m.

Call Meeting to Order

Sandy West called the meeting to order at 2:04 p.m.

Roll Call

Members present via Zoom: *Sandy West (President), Danielle Cornelius, Sarah Hill, Sarah Isaacs, Betsy Mahoney, Deb Sherrick, Leander Spearman, and Carol Ziese. Hope Kasten arrived after roll call.*

Members absent: *Atta Bird and Dawn Taylor*

Others present via Zoom: *Jennifer Baugh, John Kirchner, Laura Picato, Ellen Popit, Dena Porter, Jacob Sedor, and Cassandra Thompson.*

Approval of August 8, 2024 Minutes

Sarah Hill motioned to approve the August 8, 2024 minutes, seconded by Deb Sherrick. Motion carried unanimously by roll call vote.

New Business

SHARE E-Resources Committee Chair

Sandy West motioned to seat Laura Picato as a member of this committee, seconded by Betsy Mahoney. Motion carried unanimously after a roll call vote.

cloudLibrary Percentages

Last year, SHARE temporarily reallocated funds for the Pay-Per-Use program, 60% collection, 25% PPU, and 15% platform costs, since we had accrued additional funds in the budget line for the platform fee. The annual platform fee is \$25,000 each year. There is a current balance of \$25,674.16, with \$21,172.50 in revenues for this year.

SHARE proposes adjusting the budget for this program to 60% collection development, 20% PPU, and 20% platform costs for FY2026.

Sandy West motioned to approve the proposed changes, seconded by Sarah Hill. Motion carried unanimously after a roll call vote.

A Note on Old/Unfinished Business

SHARE is changing the way that agendas and minutes are worded. The "Old Business" section will now be referred to as "Unfinished Business," and only tabled items will be included.

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Illinois Heartland Library System Report

Associate Director—Ellen Popit

IHLS filed the FY2024 Annual Report and sent it out to members.

IHLS staff are preparing for ILA next week.

IHLS Delivery staff are working on barcode duplication in preparation for the AMHS.

IHLS is working on Strategic Plan development, including a recent board retreat.

SHARE Staff Update

SHARE Director—Cassandra Thompson

SHARE has rolled out a new text notification service with MessageBee. The specific wording for notifications is still being evaluated in order to keep messages below the character limit. The SHARE Circulation and Resource Sharing committee is working on this.

The Aspen rollout is ongoing, and the remaining school libraries should be live on Aspen by the end of 2024. SHARE and Bywater are still working on resolving issues with the e-pay system. SHARE will provide an update when this has been fixed.

Bibliographic Services—Jennifer Baugh

Barcoder refresher training is ongoing. Staff in need of training will receive a notification and must complete their training within three months or have their permissions revoked.

SHARE cataloging hierarchy has changed. Anna Wiegand is now the Cataloging Trainer, providing training to interested members. Linda Johnson is now the Cataloging Supervisor.

Administrative Services—Dena Porter

The Aspen rollout continues, and SHARE has been registering staff in Aspen for each library.

MessageBee rollout gives SHARE lots of data to review if there are problems receiving texts.

In-person SHARE circulation training has been in high demand. Reach out to Andrea Sellars for more information.

Many SHARE staff will be at ILA next week. This will impact helpdesk responsiveness.

Member Engagement—John Kirchner

The Aspen web builder is being used to build out the SHARE Aspen catalog. This includes a web resources page that includes links to the EBSCO statewide databases that members will be able to copy to their own Aspen catalogs.

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SHARE Committee Updates

Bibliographic Services & Cataloging Standards—Carol Ziese, Chair

This committee meets later in October and has nothing new to report.

Circulation & Resource Sharing—Sandy West, Chair

This committee meets later in October and has nothing new to report.

Finance & Policy Committee—Betsy Mahoney, Chair

The Finance & Policy Committee has been discussing policy changes and will discuss them more in the next meeting.

E-Resources Committee—Laura Picato, Chair

This committee has been evaluating the cost and spending percentages of cloudLibrary, as mentioned above.

Public Comment

None.

Announcements

None.

Next meeting

Thursday, December 5, 2024, at 2:00 p.m.

Adjournment

There being no further business to discuss, Sandy West adjourned the meeting at 2:44 p.m.

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