

SHARE Finance & Policy Committee Meeting

Thursday, January 11, 2018 at 10 a.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

(618) 656-3216

via Zoom at -- <https://zoom.us/j/720604847>

Minutes

Call Meeting to Order and Roll Call: The meeting was called to order at 10:05 am by Jill Pifer.

In attendance: Amy Byers, Janet Cler, Esther Curry, Anita Driver, Jill Pifer, and Miranda Shake.

Absent: Diane Yeoman.

Also in attendance: Adrienne Elam, Rhonda Johnisee, Colleen Dettenmeier, Shirley Paden, Traci Edwards, Troy Brown, and Joan Bauer.

Approval of Minutes from November 9, 2017: Anita Driver offered a correction. The minutes were approved with corrections on a motion made by Janet Cler, and seconded by Esther Curry. Motion passed.

Old Business

- **2018 IT Expense:** Troy Brown answered questions about the document, *3 Year Outlook for IT Expenses for SHARE*; current database is working fine but is running with an extended warranty; all current equipment will be repurposed; we are not overextended in our current configuration but at capacity; would like the project to be completed by June 30th; doesn't expect any downtime during the process. Janet Cler made a motion to use up to \$300,000 in reserve funds for the FY2018 expenses outlined in the *3 Year Outlook for IT Expenses for SHARE* document; Esther Curry seconded the motion: Roll call vote: Ayes—Amy Byers, Janet Cler, Esther Curry, Anita Driver, Jill Pifer, Miranda Shake; Nays—none; motion passed.
- **FY 19 Fee:** Adrienne Elam recommended to leave SHARE fees at the FY18 level based on the draft FY19 SHARE budget compiled by her department. She suggested that a fee increase schedule that covers several years be looked at next year. Miranda Shake made the motion to leave SHARE fees at the FY18 level; Amy Byers seconded the motion; Roll call vote: Ayes—Amy Byers, Janet Cler, Esther Curry, Anita Driver, Jill Pifer, Miranda Shake; Nays—None. Motion passed.
- **Other:** None.

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Carbondale Office • 1740 Innovation Drive, Carbondale, IL 62903 • 618/985-3711
Champaign Office • 1704 West Interstate Drive, Champaign, IL 61822 • 217/352-0047
Edwardsville Office • 6725 Goshen Road, Edwardsville, IL 62025 • 618/656-3216

New Business:

- **SHARE Budget Update:** Adrienne Elam reported on SHARE's current financial status; 99.1% of the SHARE fee invoices have been collected.
- **SHARE Director Update:** Jill Pifer and Rhonda Johnisee gave a brief background on the newly hired SHARE Director, Cassandra Thompson. The group brainstormed ideas on introducing her to the SHARE membership.
- **Other:** None.

Public Comment: None.

Announcements: None.

Next meeting: Thursday, March 8, 2018 at 10:00 a.m.

Adjournment: The meeting adjourned at 10:42 a.m., on a motion made by Esther Curry, and seconded by Jill Pifer; all ayes; no nays; meeting adjourned.