
SHARE Finance & Policy Committee Minutes

Wednesday, July 16, 2025

10:00 a.m.

Call Meeting to Order

The meeting was called to order at 10:02 a.m. by chair Betsy Mahoney.

Roll Call

Members present via Zoom

Esther Curry, Amanda Doherty, John Howard, Betsy Mahoney, Miranda Shake, and Diane Yeoman.

Members absent

Jill Pifer

Others present via Zoom

Jennifer Baugh, Jace Cook, Rhonda Johnisee, Dena Porter, Jacob Sedor, and Cassandra Thompson.

Approval of May 21, 2025, Minutes

The minutes stand as presented. No action taken.

SHARE Update

Aspen e-pay Update

NCR has finished development on the state's ePay system for Aspen. The feature should now be available and functioning as expected.

New Transit Slips

SHARE Cataloging has rolled out new transit slips to indicate items for cataloging as they go through IHLS Delivery.

Database Cleanup

SHARE Admin is working on various site updates and database organization.

CMC Newsletter

The first issue of the CMC newsletter will be published on Wednesday, July 23.

Library Crawl

SHARE is organizing the annual Library Crawl in October. IHLS's marketing department is looking to highlight libraries to drive interest along with the crawl.

New Business

SHARE Financial Statement Review

IHLS is awaiting the results of the yearly audit, with the final audited amounts to be presented to IHLS Board of Trustees in September and to the SHARE Finance & Policy Committee at the November meeting. As of June 30, 2025, SHARE has received \$1,761,812.20 in fees for services and materials,

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which is 103.4% of the projected amount for FY2025 and 99% has been collected. Year-to-date expense actuals are below budget by 12.4%. \$118,762.12 was earned in interest income. SHARE's cash balance as of June 30, 2025, was \$2,583,983.35, \$1,313,846.90 of which is in the SHARE Reserve Fund. There is \$39,249.09 committed for e-book purchases. In operating cash, there is \$1,230,887.36, which would fund SHARE for 6.7 months based on the FY2025 operating budget. IHLS made its annual contribution of \$350,000 to SHARE in June.

Email Notifications

SHARE has a budgeted amount for MessageBee's email notification service; however, SHARE recommends using LXStarter, a free product from Innovative. Six Mile Regional Library District will be an initial test library for LXStarter.

SHARE Mobile Library- Stripe

The SHARE Mobile Library app has integrated Stripe as a payment method and has added the option to list the Aspen search results instead of the old catalog results. SHARE is still testing this feature with a few member libraries to determine its functionality.

SHARE Annual Report Infographic

IHLS's marketing department is working on an infographic for SHARE's Annual Report. The committee discussed items and information that they would like to see on this year's infographic, as well as what kind of message they want to send to member libraries.

Meeting Day/Time

The committee will keep its current meeting schedule.

Unfinished Business

Termination of Membership Policy

The committee reviewed the changes to the policy, including specific wording about proof of hardship. John Howard moved to send the policy on to the Executive Council for review, seconded by Miranda Shake. Motion carried unanimously by roll call vote.

Public Comment

None.

Announcements

None.

Next Meeting

Wednesday, September 17, 2025, at 10:00 a.m. via Zoom.

Adjournment

There being no further business to discuss, the chair adjourned the meeting at 10:56 a.m.

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