



## SHARE Finance & Policy Committee

Thursday, September 17, 2020 at 10:00 a.m.  
Illinois Heartland Library System  
6725 Goshen Road, Edwardsville, Illinois 62025  
(618) 656-3216  
via [Zoom](#)

### Minutes

**Call Meeting to Order and Roll Call:** The meeting was called to order at 10:04 a.m. by Jill Pifer.

*In Attendance:* Amy Byers, Janet Cler, Esther Curry, Jill Pifer, and Miranda Shake.

*Absent:* Anita Driver and Diane Yeoman.

*IHLS Staff:* Cassandra Thompson, Colleen Dettenmeier, Rhonda Johnisee, Shelley Stone, and Dena Porter.

**Approval of Minutes from the July 16, 2020 Meeting:** Esther Curry made a motion to approve the minutes and was seconded by Miranda Shake. All approved and motion passed.

#### Old Business:

- **COVID-19 Response:** The committee discussed the recent change to a seven-day quarantine and the move to quarantining materials at IHLS hubs. Members expressed appreciation for the opportunity to both discuss the process and share concerns.
- **SHARE Finance & Policy Committee Chair:** The committee discussed the next chair. Janet Cler nominated Miranda Shake. The nomination was seconded by Jill Pifer. All approved and motion passed.
- **Other:** Jill Pifer asked the status of the mobile app. The E-resources Committee will meet this month on September 28 for a demo of the Solus App, with another demo on October 5 to review Capira. The committee will determine the consortium's needs and make a recommendation. Cassandra Thompson will present additional information at our next meeting.

#### New Business:

- **SHARE Financial Statement Review:** Rhonda Johnisee reviewed the SHARE Statement of Revenues and Expenditures and the SHARE Balance Sheet as of August 31, 2020. Of the total of SHARE budgeted revenues for Fees for Services and Materials, \$1,305,490.87 (or 94.4%) were billed, with 88.7% of accounts already collected. This is a 1.5% increase from the 87.2% of accounts collected this time last year, which is a good sign.

The SHARE year-to-date actual expenditures are above the monthly projections because the largest expenditures (cloudLibrary platform fee, Polaris) have already been paid at the beginning of the year.

The SHARE cash balance is \$2,699,055.40, with an operating balance of \$1,689,475.68 as unrestricted funds. This provides SHARE with funds for up to 12.3 months based on the current FY2021 budget. That will take SHARE into the next fiscal year, which is great. There is also \$881,105.06 in restricted funds and \$128,474.66 in committed funds, for e-book purchases.

One question had to do with any members expressing concern over the SHARE fees due to COVID-19. So far, SHARE has had only had one transitional member drop membership, but the issues were pre-COVID-19. We had another transitional that expressed concern, so due to COVID-19 we have allowed them to continue in transitional status for an additional year, rather than transitioning them to full status/fees this year. We have also found that there are more schools expressing interest recently.

- **Meeting Date/Time:** The committee discussed the current meeting date and time. It will remain the second Thursday of each odd month at 10:00 a.m. If the meeting falls too early in the month, we will just plan to move the meeting back by one week.
- **E-books Grant:** The committee reviewed the invitation to apply for a grant from the Illinois State Library, to purchase e-books. In order to support standalone libraries, IHLS will offer mini-grants to standalone public libraries that do not currently have e-resources, in order to join Axis 360. The group discussed the possibility of SHARE also offering mini-grants to SHARE public libraries that do not have any other e-resources, in order to join cloudLibrary. This will be in-kind contributions to support and strengthen the grant request. As part of these mini-grants, the libraries will be required to advertise the service, in order to promote usage and hopefully continue the service past FY2021. Esther Curry made a motion to offer SHARE public libraries that do not have existing e-resources a subscription to cloudLibrary through the end of FY2021. The motion was seconded by Jill Pifer. All in favor and motion passed.
- **Other:** None.

**Public Comment:** None.

**Announcements:** The RBdigital User Group will meet Monday, September 21, 2020 to discuss the RBdigital purchase by Overdrive and the next steps. Many details are still unclear. Also, innovative has offered a new product, called Vega. It is not available for SHARE at this time, but Cassandra Thompson will monitor this product's availability.

**Next Meeting:** Thursday, November 12, 2020 at 10:00 a.m. via Zoom.

**Adjournment:** Esther Curry made a motion to adjourn, and Jill Pifer seconded. The meeting adjourned at 11:05 a.m.