



SHARE Finance & Policy Committee Minutes

Wednesday, September 20, 2022

10:00 a.m.

Call Meeting to Order

Miranda Shake called the meeting to order at 10:02 a.m.

Roll Call

Members present: *Janet Cler, Esther Curry, Betsy Mahoney, Jill Pifer, Miranda Shake, and Diane Yeoman.*

Members absent: None

Others present: *Jennifer Baugh, Jace Cook, Colleen Dettenmeier, Amanda Doherty, Dena Porter, Sumitra Potharazu joined at 10:12 a.m., and Cassandra Thompson.*

Public Comment

None

Approval of May 18, 2022, Minutes

A motion and second were made to approve the May 18, 2022, minutes. Motion carried unanimously by roll call vote.

SHARE Update

The SHARE Director introduced Amanda Doherty, Director of the Mount Pulaski Public Library, Jace Cook, the new SHARE Administrative Assistant, and Laura Picato, the new SHARE practicum student.

The IHLS Operations Director retired and IHLS is in the process of hiring a suitable replacement.

Ben-Gil (Gillespie) Elementary School is now live.

An IHLS consultant is currently working on opportunities for fund expansions and grants. A bi-annual barcoding refresher training is in development and more information will be available at the next SHARE Bibliographic and Cataloging Standards Committee meeting.

Cataloging fees are being analyzed and more information will be available later. cloudLibrary funding is running low for pay-per-use (PPU) audiobooks consistently and hold times are quite long as a result. The SHARE Resource Sharing Specialist will be presenting options at the upcoming SHARE E-Resources Committee to mitigate the funding shortages.

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The SHARE Circulation & Resource Sharing Committee has been discussing how fine-free libraries will handle collecting or waiving fees accrued from other libraries when a reciprocal patron comes into their branch. Juvenile card fees are also being discussed.

Unfinished Business

- **New Discovery Layer: Aspen by ByWater Solutions** – The committee discussed a new discovery layer for the SHARE catalog called Aspen. The discovery layer would help integrate content across third-party platforms with the SHARE online public access catalog (OPAC) and allow patrons to search all available resources and formats in one location.

Discussion ensued on concerns regarding cost, sustainability, and maintenance. The positives of moving forward with Aspen were also discussed. Pricing was shared with the committee to help them construct more informed opinions about Aspen overall. The SHARE Director proposed bringing a demo to our member libraries at IHLS Membership Day to gauge interest in the discovery layer to get a better understanding if the project will be financially viable based on said interest. A pricing strategy was recommended for \$2,500 for a custom OPAC with e-resources integration and \$250 for other members and schools.

A motion and second were made to present the product and pricing structure to SHARE members to gauge interest. Miranda Shake – yes, Janet Cler – abstain, Esther Curry – yes, Betsey Mahoney – yes, Jill Pifer – yes, and Diane Yeoman – yes.

- **Proposal: Affiliate Expansion** – This proposal focuses on inviting standalone K-12 schools to participate in interlibrary loan utilizing the SHARE database with the end result being an eventual membership in SHARE. Committee members shared concerns about libraries using this as a temporary change or if the associates would actually commit to joining SHARE. Discussion ensued about logistics for implementation. The discussion was tabled until the next meeting to allow for more refining of the proposal and to allocate more time for discussion overall.

New Business

- **New Member** – A motion and second were made to approve Amanda Doherty as a new member of the committee. Motion carried unanimously by roll call vote.
- **SHARE Financial Statement Review** – The IHLS Senior Accountant provided the SHARE financial statement review. As of August 31, 2022, of the year-to-date actuals, 89.7% of the projected FY2023 budget has been billed, with 80% collected. The operating fund balance is \$1,863,626.12, which will fund SHARE approximately 11.6 months, based on the FY2023 budget.

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Currently all unrestricted funds are kept in a separate bank account from the reserve; however, the Illinois Funds is performing much better than US Bank. The Illinois Funds will provide a much better return, though it will all be applied to the SHARE Reserve Fund. In comparison, the return for US Bank has been about \$7, versus \$2,500. This will be an excellent source of passive revenue for the SHARE Reserve Fund. The IHLS Finance Department will prepare a transfer.

- **Fee Scale Review** – The committee discussed the current fee scale for member libraries as part of a planned review, including possible fees that might need to be introduced by FY2025 to maintain operations. Cataloging fees are also under review. The SHARE Director will collect more data to provide to the committee about any fees that may change or be introduced.

Public Comment

None

Announcements

None

Next Meeting

Wednesday, November 16, 2022, at 10:00 a.m. via Zoom.

Adjournment

There being no further business, the chair adjourned the meeting at 11:48 a.m.

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