



**SHARE**  
SHARING HEARTLAND'S AVAILABLE  
RESOURCES EQUALLY



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## SHARE Finance & Policy Committee

Wednesday, May 18, 2022, 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 10:00 a.m. by chair Miranda Shake.

*In Attendance: Esther Curry, Jill Pifer, Miranda Shake, and Diane Yeoman.*

*Absent: Amy Byers, Janet Cler, Betsy Mahoney*

*IHLS Staff: Jennifer Baugh, Colleen Dettenmeier, Rhonda Johnisee, Shirley Paden, Dena Porter, Jacob Sedor, and Cassandra Thompson.*

**Approval of Minutes from the March 16, 2022, Meeting:** Esther Curry made a motion to approve the minutes with a minor correction and was seconded by Jill Pifer. Esther Curry, Jill Pifer, and Miranda Shake approved; Diane Yeoman abstained due to absence at the last meeting. Motion approved and minutes accepted.

#### SHARE Update:

- The RAILS LLSAP Sustainability Working Group has evaluated consultants but it is unlikely that they will move forward, due to some anticipated leadership changes with RAILS. SHARE has submitted a proposal to RSA in the event that their members would like to pursue membership.
- The Illinois State Library has approved continued funding for the CARLI cleanup project as part of the CMC grant in FY2023.
- The SHARE Circulation and Resource Sharing Committee is continuing to look into the acquisition of a new discovery layer from Aspen or Vega.
- The SHARE Mobile Library is preparing a self-checkout option, expected to go live on July 1, 2022.
- Northwestern Elementary School has gone live, and Melvin Public Library is expected to go live in the next few weeks.
- The CollectionHQ tool from Baker & Taylor did not gain as much traction as initially hoped. Interested libraries are encouraged to work with Baker & Taylor directly, rather than through a group purchase.
- Some text notifications are being sent out overnight. This is due to carrier processing, but Troy Brown is looking into alternatives.
- The McNaughton Book Leasing program has been advertised among members libraries but have not received as many participants as expected. The committee provided feedback.

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- Edie Elliott will be retiring in June. Jennifer Baugh will be going on maternity leave in the next few weeks. Two new catalogers have been hired.

**Old Business:**

- **SHARE Affiliate Program:** The Affiliate Program is mandated by the Illinois State Library for IHLS members that do not have an automation system. Cassandra Thompson proposes an expansion of the program as a way to increase SHARE membership, by allowing access to interlibrary loan for standalone libraries, without the full cost of SHARE membership or access to all the SHARE exclusive services. The committee discussed the pros and cons of an expansion and how best to manage the libraries that join the affiliate program. The committee generally agreed that a limited trial period would be best, allowing affiliate access for a set time before joining SHARE with full membership. A more complete proposal will be brought to the committee at the next meeting.
- **Other:** None.

**New Business:**

- **SHARE Financial Statement Review:** Rhonda Johnisee reviewed the SHARE Statement of Revenues and Expenditures and the SHARE Balance Sheet as of April 30, 2022.

SHARE's year-to-date (YTD) Fees for Services and Materials revenue is \$1,428,732.64, which is 97.5% of the projected FY2022 budget, with 99.1% of that amount collected. The YTD actual expenditures are 5.9% below the YTD budget.

IHLS contribution of \$300,000 is still pending, but the transfer will be completed as soon as the final System Area and Per Capita funds are received.

The Unrestricted Cash and Cash Equivalents (\$1,025,554.44) will fund SHARE for approximately six months, based on the FY2022 budget.

- **Other:** None.

**Public Comment:** None.

**Announcements:** None.

**Next Meeting:** Wednesday, July 20, 2022, at 10:00 a.m. via Zoom.

**Adjournment:** Miranda Shake adjourned the meeting at 10:54 a.m.

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