



**SHARE Executive Council Meeting
Wednesday, May 8, 2013 at 10:00am
Illinois Heartland Library System, Edwardsville Office
6725 Goshen Rd, Edwardsville, IL 62025
Or Via Videoconference at:**

**Office Location: Carterville Office 607 S. Greenbriar Road, Carterville, IL 62918 (618) 985-3711
Office Location: Champaign Office 1704 W. Interstate Drive, Champaign, IL 61822 (217) 352-0047
Office Location: Decatur Office 345 W. Eldorado Street, Decatur, IL 62522 (217) 429-2586
Office Location: Edwardsville Office 6725 Goshen Road, Edwardsville, IL 62025 (618) 656-3216**

Board Members present: At Edwardsville: Esther Curry, Alayna Davies-Smith, Kim Keller, Annette Mills
Diane Steele

At Carterville: Sandy West
At Champaign: Sarah Isaacs, Debra Sherrick
At Decatur: Lee Ann Fisher, Joan Rhoades, Diane Yeoman

Board Member Absent:

Others Present: At Carterville: Traci Edwards, Ellen Popit
At Champaign: Janet Cler, Michelle Ralston
At Decatur: Bev Obert
At Edwardsville: Joan Bauer, Leslie Bednar, Chris Dawdy

1. Meeting called to order at 10:05. Roll call was taken.
2. Approval of minutes: Alayna Davies-Smith made motion, with Joan Rhoades seconding, to accept the minutes from the March 13 gathering as written. Motion passed.

Appendix C – minutes fix “get the peggy” and the spelling for Sarah Isaacs and Diane Steele. Minute approval was tabled.

3. Illinois Heartland Library System Report – Ellen Popit discussed the completed certification process. Libraries now have 60 day period to rectify any issues. IMAC (the advisory committee) had great meeting. The State Library has created additional committees, including a statewide LLSAP committee. Much discussion concerning eBook grant or statewide project. Ellen also indicated meetings with non-SHARE members were scheduled to discuss the LLSAP and answer questions concerning resource sharing. IHLS staff at these meetings will include Leslie Bednar, Chris Dawdy, Bev Obert and herself.
4. SHARE Staff Update
 - a. Administrative Services – Traci Edwards indicated that the Admin staff busier than have ever been. Terry Moreland is working on school report and the issues with reports not working. The team is working on mapping changes and forms

on the website. During the summer they will work on custom reports. IPLAR information has been pulled. FY14 fees and modules and the cataloging forms will be sent out in the next couple of weeks. Admin staff doing end of school year procedures for schools.

Questions were asked concerning custom reports, inventory, tablet, and fines being waived.

- b. Bibliographic Services – Joan Bauer discussed serial training and clean up. Training for barcoding and cataloging continue. Held a catalogers meeting via v-tel. Working on best way to tackle cleanup.
 - c. Information Technology Services - Michelle Ralston announced that IT working okay. Still a few computer issues needing to be fixed. Implementing more modules like telephony. PAC making the changes to the customization forms.
 - d. Staff Services - Chris Dawdy discussed the slowing down on quick start classes but that advanced circ classes are still being offered. Working on database order for FY14 – collecting vendor information for group. EBook consortium. Resource sharing for non-SHARE libraries.
5. SHARE Committee Updates
- a. SHARE Bibliographic & Cataloging Standards Committee – Joan Rhoades announced that due to going live, committee did not meet.
 - b. SHARE Circulation & Resource Sharing Committee – Esther Curry indicated that the committee had not met.
 - c. SHARE Policies & Finance/Fees Committee – Diane Yeoman – haven't meet either.
6. Old Business
- a. Nominating Committee –Diane Yeoman emailed all the current committee members and five are willing to continue, including Esther Curry, Alayna Davies-Smith, Lee Ann Fisher, Sarah Isaacs and Diane Yeoman. She will look at governing document to determine how to fill the positions.
 - b. EBook update – Chris Dawdy indicated a grant was submitted to ISL a week ago, written by RAILS. 177 libraries responded to a SHARE survey with 129 interested in eBook if affordable and 48 not interested. Leslie explained that implementing this eBook grant with 3M as the obvious choice for SHARE. RAILS will be using a different way to authenticate, and not sure how IHLS non-SHARE members will participate, may be with RAILS as an option. SHARE needs to think about this. EBook may be available to ALL SHARE members including affiliate, and transitional members.
 - c. No other old business.

7. New Business

- a. SHARE Membership Meeting – Discussion was had concerning when and where to have a membership meeting. Decided to check with the Knights of Columbus Hall in Effingham for June 12, 13, 19 or 20 and have executive council then choose date.

Diane Yeoman will send out email to the membership asking for people willing to be on SHARE Executive council. Discussion was had whether or not to narrow the list if many responded, and decided if there are over 10 for each spot – then nominating needs to narrow.

- b. Non member Access to SHARE Database– Leslie Bednar shared concerns from non-SHARE members concerning their access to the database -- former Affiliate members feel cutoff. She shared a proposal for us to consider, that is based on former Lewis and Clark proposal. Discussion ensued concerning meetings, levels of membership, background, etc. Decided to look into this by a subcommittee.

- c. Other – Chris Dawdy asked if SHARE local meetings are still necessary. Responses included maybe only 4 times a year, use as a learning tool, and via Vtel sites. May become SHARE Q&A

Question from Traci Edwards concerning affiliate members– if one building in school district has ISL, does that negate the ability for all buildings to be an affiliate? Does definition cover this? Does it meet certification level? Take that into account – decided to put on agenda for future meeting.

8. Announcements – none

9. Next meeting -- Will correspond to the same date as the membership meeting

10. Adjournment – motion was made by Kim Keller and seconded by Esther Curry. Meeting was adjourned at noon.