

SHARE Executive Council Meeting

Thursday, July 21, 2016

Illinois Heartland Library System

6725 Goshen Road

Edwardsville, Illinois 62025

Minutes

Call meeting to order and roll call: The meeting was called to order at 9:30 by chair Susan McKinney.

In attendance—April Becker, Scott Drone-Silvers, Rick Meyer, Michael King, Susan McKinney, Bobbi Perryman, Shelly Varvil, Jill Pifer, Spencer Brayton

Absent—Esther Curry, Sonya Johnson, Annette Mills

Also in attendance—Joan Bauer, Chris Dawdy, Traci Edwards, Troy Brown, Pat Wagner

The committee and staff met with Pat Wagner regarding governance models, board and staff relationships, and models for change.

Public Comment: none

Approval of minutes for 6/4/16: The minutes were approved on a motion made by Bobbi Perryman, and seconded by Shelly Varvil. All ayes, no nays, motion passed.

Illinois Heartland Library System Report—Chris Dawdy—The FY17 System Area and Per Capita grant was submitted, but has not yet been approved since the Illinois State Library has not yet been given permission to proceed with those grants; IHLS staff conducted the first Members Matter meeting last week, with good representation from member libraries. Leslie Bednar discussed the current financial status of IHLS, and answered questions about IHLS. Chris Dawdy provided information and answered questions about SHARE, and Susan Palmer discussed changes in delivery.

SHARE Staff Update

- SHARE Director--Chris Dawdy—the Dream Grant, which ended on June 30, resulted in 77 new members for SHARE. Approximately 50 of those new members will be live on Polaris by the time school starts in August. 5 members are in the process of being added to Polaris (profiling), and the other 22 are busy barcoding their collections. Invoices for FY17 will be mailed in the next few days.
- Administrative Services--Traci Edwards—working on adding five new transitional libraries to Polaris; working on getting duties reorganized with one staff member leaving; working on organizing information for schools returning; dealing with problems that resulted from the recent upgrade;

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- Bibliographic Services—Joan Bauer—provided a scavenger hunt for this month’s catalogers’ training; dealing with problems that resulted from the recent upgrade; providing cataloging training, and barcoding classes for new libraries;

SHARE Committee Updates

- Bibliographic Services & Cataloging Standards—Bobbi Perryman—met Friday, July 15; working on changes to procedures and policies; beginning conversations with the eResource Committee regarding what records to include in Polaris for eResources.
- Circulation & Resource Sharing—Michael King reported that the next meeting will be on August 11; working on a new survey to determine what rules fines follow;
- Fee/Finance/Policy Committee—Chris Dawdy reported that at the 7/20/16 meeting, the committee voted to keep the currently approved fee schedule for FY17; if additional funds are needed to meet expenditures, less money will be moved to the reserve funds next year. The committee recommended that the SHARE Director develop a survey to determine what SHARE services member libraries want to keep, and which, if any, can be dropped, in an effort to streamline expenditures;
- eResource Committee—Scott Drone-Silvers reported that he has begun working with the Bibliographic and Cataloging Standards committee about records to be included in the Polaris database, and will be meeting with the Circulation & Resource Sharing Committee soon; next meeting will be July 25;

Old Business

- SHARE as an independent not-for-profit organization—Chris Dawdy reported that the Fee/Finance/Policy Committee, in their meeting on 7/20/16, determined that the SHARE Director should develop a timeline of activities that need to occur in order for SHARE to become an independent-not-for-profit organization, if it becomes necessary, as a result of mergers or dissolution of systems.
- Adding new members to SHARE—members of the committee reviewed, and made suggested changes, to a letter that the SHARE Director drafted to send to ILLINET members that are not members of SHARE, encouraging those libraries to consider joining SHARE. The letter will be sent by late in July or early in August.
- Other--none

New Business

- Election of officers—Susan McKinney, vice president and president-elect for 2015/2016, agreed to fill the role of president for 2016/2017. Rick Meyer nominated April Becker to fill the position of vice president/president-elect for 2016/2017. Scott Drone-Silvers seconded the nomination. All ayes; no nays; motion passed.

Scott Drone-Silvers nominated Spencer Brayton to fill the position of secretary for 2016/2017. April Becker seconded the nomination. All ayes; no nays; motion passed.

- New and improved SHARE website—the working form of the new SHARE website was presented to the committee. The consensus of the committee was that the new website will be easier to navigate, as member library staff look for needed information.
- Other--none

Public Comment: none

Announcements: none

Next meeting: Thursday, August 4, 2016, at 2:30 via Adobe Connect

Adjournment: The meeting was adjourned at 1:37, on a motion made by Bobbi Perryman, and seconded by April Becker. All ayes; no nays; motion passed.