

## **SHARE Executive Council Meeting**

Wednesday, August 12, 2015 at 3:00 pm  
Minutes

**Call meeting to order:** The meeting was called to order at 3:01 pm, by Vice President/President Elect Bobbi Perryman.

**Roll Call:** Esther Curry, Scott Drone-Silvers, Robert Edwards, Michael King, Susan McKinney, Annette Mills, Bobbi Perryman, Diane Yeoman. Absent: April Becker, Sonya Johnson

**Also in attendance:** Ellen Popit, IHLS Membership and Grants Director; Traci Edwards, SHARE Manager for Administrative Services; Chris Dawdy, SHARE Director

**Public Comment:** none

**Election of Officers:** Vice President/President Elect Bobbi Perryman opened the floor for nominations for President; Susan McKinney made a motion to close nominations, since Bobbi has served as the Vice President/President Elect for the past year, and is willing to serve as President. Scott Drone-Silvers seconded the motion. Bobbi Perryman was elected by acclamation as President. All ayes; no nays; motion passed.

Susan McKinney made a motion to nominate herself as Vice President/President Elect. Esther Curry seconded the motion. All ayes; no nays; motion passed.

Michael King made a motion to nominate himself for the position of secretary. Susan McKinney seconded the motion. All ayes; no nays; motion passed.

**Approval of Minutes:** The minutes were approved on a motion made by Susan McKinney, and seconded by Annette Mills. All ayes; no nays; motion passed.

**Illinois Heartland Library System Report** – Ellen Popit: requested responses to information on long range planning project, as posted on the IHLS website; ISL reports that half of the IHLS members have completed the EDGE assessment; there is a webinar on how to complete the assessment, provided by ISL, in September; second annual IHLS Member Day will be held October 9, at St. Anthony's Elementary School in Effingham; School Per Capita grant is due October 15 this year; Library State of Mind will be held October 22 through 24, which is an ILA and ISLMA sponsored event, and includes all library types; certification will begin in January; Public library Per Capita grants will be due January 15; there will be an Illinois Youth Services Institute next summer, sponsored by ISL, RAILS, IHLS, and LACONI;

**Illinois Heartland Library System**

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### **SHARE Staff Update**

- SHARE Director—Chris Dawdy: FY16 SHARE member fee invoices have been mailed; Circulation and Resource Sharing staff are working on scheduling Go Live days for 12 school transitional members that intend to start circulating on Polaris as school starts this year; all transitional members profiling information has been entered in Polaris; cataloging fees will be sent in September;
- Administrative Services—Traci Edwards: has completed profiling for all transitional members; those libraries needed to be entered in order to make changes in the holds routing table; Polaris passwords will change once a year; school passwords will be changed at the beginning of the school year; all of the others will need to be changed in January; staff is working on cleaning up Polaris logins; having some issues with temporary files and locked files in Polaris getting too large, and not allowing space for additional work/files; some different remedies will be attempted to resolve the problem of Polaris acting up in the middle of the day; working on some reports that will be placed in a Tools folder for each library in the utilities portion of Polaris; Helen Matthes Public Library has changed to Effingham Public Library, and their code has changed to EFPF;
- Bibliographic Services—the new \$3 bib option is going over very well;

### **SHARE Committee Updates**

- SHARE Bibliographic Services & Cataloging Standards Committee—Bobbi Perryman: working on more standards; working on making changes to RDA, since AACR2 is being phased out; MARC will be phased out in the next couple of years, and replaced by Bib Frame; Bib Standards have formed a committee to determine the impact and cost of changing all cataloging to RDA.
- SHARE Circulation & Resource Sharing Committee—Esther Curry: Circ Committee is meeting tomorrow; will be revisiting fines and whether they should follow the patron or item's library; will be looking at new policy related to library type cards crossing library type boundaries; will be reviewing draft circulation procedures;
- SHARE Fee and Policy Committee—Diane Yeoman: nothing to report at this time;

### **Old Business:**

- Other: nothing to report at this time;

### **New Business:**

- Set a date for SHARE Members' meeting to review proposed addition of a standing committee for eResources: Susan made a motion to conduct the SHARE

Membership during the October 9 IHLS Member Day. Michael King seconded the motion. All ayes; no nays; motion passed.

- Other: none

**Public Comment:** none

**Announcements:** none

**Next meeting:** Thursday, September 3, 2015 at 2:30

**Adjournment:** The meeting adjourned at 3:40 pm on a motion made by Susan McKinney, and seconded by Esther Curry. All ayes; no nays; motion passed.