



SHARE Executive Council Meeting Minutes

Wednesday, August 28, 2013 at 10:00 a.m.

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: Edwardsville Office 6725 Goshen Road, Edwardsville, IL 62025 (618) 656-3216
Illinois State Library 300 South Second Street, Springfield, IL 62701-1796
Helen Matthes Library, 100 East Market Avenue, Effingham, IL 62401-3472
Marion Public Library 206 South Market Street, Marion, IL 62959-2519
Olney Public Library, 400 West Main Street, Olney, IL 62450-1555

Board Members present:

Esther Curry, Britta Krabill, Sarah Isaacs, Janet Cler, Bobbi Perryman, Alayna Davies-Smith, Leigh Ann Cloud, Diane Yeoman, Bobbi Perryman

Board Member

Scott Drone-Silvers

Absent:

Others Present:

Traci Edwards, Ellen Popit, Michelle Ralston, Joan Bauer, Leslie Bednar, Chris Dawdy
David Patton, Robert Edwards

1. Meeting was called to order at 10am by Britta Krabill. Role was taken.
2. There was no public comment.
3. Motion was made to approve the minutes as presented. Motion approved.
4. Replacement of officers – Leslie Bednar announced the resignation of Lee Ann Fisher, who was the president. With this resignation taking place so soon after the first meeting, it was agreed upon by the board that the current officers remain as is, and a new president would be elected. Esther Curry was nominated as president, and elected by general consensus.
5. Illinois Heartland Library System Report—Ellen Popit reported that she has enjoyed making site visits to members, concentrating on visiting small, non-SHARE libraries. The WebJunction grant will be administered by the Illinois State Library this year. The Decatur office will close on August 30, with a surplus list distributed on August 28. The Decatur V-Tel equipment will be moved to the Decatur Public Library. Staff is preparing for ILA and ISMLA Conferences.
6. SHARE Staff Update
 - a. Administrative Services—Traci Edwards reported that Sue Byers and Terry Moreland have retired. Terry will return to work for a limited number of hours, focusing on special projects. Michelle Ralston will be the School liaison for SHARE. Traci has been working on hold issues. Telephony has been turned on. Bills will be sent out in October. Testing the combined notices report, but still having some issues with it.
 - b. Bibliographic Services—Joan Bauer reported that EDI is in the process of being set up. Working on new schools. Still merging and doing clean-up work. Training is scheduled for many new school librarians. Will have training sessions by Adobe Connect.
 - c. Staff Services—Chris Dawdy reported that Donna Schaal and Sue Pearson will become Circulation Specialists, focusing on circulation issues, training and Simply Reports.

Training is being switched to more on demand – let us know what is needed. Circulation focus meetings will be held monthly, with September 11 as the first meeting date. Ebook consortium position has been posted in house. Working with Polaris with 3m cloud set up – hope to have beta testing in October for everyone in share then start billing in January. Schools will be available to join also.

- d. Information Technology Services -- Michelle Ralston indicated that she is the new School liaison. She has been contacting schools letting them know she is available to help answer their questions. She will still be working on some of the OPAC customization.
7. SHARE Committee Updates
 - a. SHARE Bibliographic Services & Cataloging Standards Committee—Bobbi Perryman reported committee will meet in September.
 - b. SHARE Circulation & Resource Sharing Committee—Esther Curry reported committee will meet in September
 - c. SHARE Policies & Finance/Fees Committee—Diane Yeoman is hoping committee will meet in October or November, after the audit, so as to have an understanding the last year's bills.
 8. Old Business
 - a. Procedure for member voting on proposed policies – discussed voting by Survey Monkey and ensuring that only one vote per library is received. An invitation to vote will be sent to the designated person at each library. The Circulation and Cataloging policies and best practices will be presented and voted on. Discussion was had if these policies were voted on as a whole or individual section.
 - b. No other old business.
 9. New Business
 - a. Large Public Library Representative -- Replacement and Definition – Diane Yeoman discussed how to replace the current opening for the Large Public Library Representative. Motion was made to nominate Robert Edwards of Decatur Public Library to fill this position. Motion passed. Diane did indicate that the Policy committee will be looking at the library size definitions.
 - b. No other new business.
 10. No public comment.
 11. No announcement.
 12. Next meeting will be October 23, 2013 at 10:00am via V-tel with a telephone call in. Meeting adjourned at 11:35am.