



**SHARE Executive Council Meeting**  
**September 7, 2012**  
**At the Illinois Heartland Library System, Edwardsville, Illinois**

**Present:** Diane Steele, Lee Ann Fisher, Sandy West, Ellen Popit, Esther Curry, Diane Yeoman, Chris Dawdy, Michelle Ralston, Edie Elliott, Joan Bauer, Annette Mills, Sarah Isaac, Kim Keller, Leslie Bednar.

Called to order at 1:20

Minutes – Questions were asked concerning need to change locations for the January meeting to Mattoon. It was decided to leave as it, knowing there may have to be an October/November. Motion to approve minutes was moved by Esther Curry and seconded by Diane Yeoman. Minutes approved.

Leslie Bednar provided overview of Illinois Heartland Library System and how the first year ended. Even with reductions in per capita grant, IHLS finished the year with some reserves, which were moved to the capital fund. Fiscal Year 2013 priorities are communication and refining/retooling the services IHLS can provide. At the State Library advisory meeting, it was mentioned that things are not as bad as last year.

Ellen Poppit provided an update on membership - at the September board meeting, she hopes to have settled the public library issues, losing a couple of public libraries due to be viable. System is working on building an in-house database that give up profiles for our members.

Esther Curry talked briefly about Polaris circulation and administration lists that are in the process of being pared down and standardized for the migration.

Joan Bauer reported on the Bibliographic Services newsletter that went last of August. Bibliographic Services have also been working on lists for Polaris and the migration.

Chris Dawdy presented information from the first SHARE local meeting and the desire to have SHARE local once a month. Diane Steele made the point it has to be within IHLS schedule and asked if v-tel was an option? Discussion followed about possible webcast, YouTube, chat rooms, etc. Request to focus agenda on migration information. Chris indicated that quarterly live meetings with V-tel meetings in between may be the way to go. She also reported that 118 libraries purchased 3<sup>rd</sup> party databases. Bills will go out October 1 after the audit is complete. She is working on when different libraries would like Polaris training and who will be willing to host one – intention is to have every library staff to participate in some way or another.

In Old Business - Diane Yeoman presented the revised governance document and trying to match the document (in wording) with the IHLS policy. Discussion followed. Ellen Poppit asked if we will include an effective date. Diane Y indicated a date should be included. Leslie shared the Transitional document with the State library and talked about the role of LLSAP in IHLS and what state library is concerned with. Discussion was had concerning search/place hold libraries and how they would be handled in SHARE. Transitional members would have to demonstrate over time that they intend to migrate. Diane Steele raised concerns about the state library's letter and question what happens if we don't have the same membership level and fees. Discussion followed. Lee Ann Fisher move to accept to accept amended government document and Sarah Isaac seconded. Roll call vote and motion approved.

Diane S – will be attending IHLS board meetings – will have a written report to go out in meeting. Send out to those on Council.

Under New business – SHARE administration will present the codes and lists at the next meeting.

On September 18, 3 officers and 3 committee chairs will meet with Dan Wiseman at the Champaign office. Sarah Isaac is in Champaign to attend if Alayna Davies-Smith can't attend. It was explained that Dan is to be an outside voice as SHARE Exec Council starts to structure decision making and how it wishes to move forward.

Governance document –to be sent to the IHLS Board in September for recognition and then shared members. Transitional membership will be available starting July 2013.

OPAC with Michelle Ralston – Michelle discussed the first meeting of the OPAC committee and looking at other OPACs (Joliet looks nice). She also indicated servers were installed at the ICN site in Champaign.

Meeting done adjourned at 3:10pm