



SHARE Executive Council Meeting Minutes

Wednesday, October 23, 2013 at 10:00 a.m.

Via Videoconference at:

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

Helen Matthes Public Library, 100 E Market, Effingham, IL 62401 (217)342-2464

Illinois State Library, 300 S. Second Street, Springfield, IL 62701 (217)782-2994

Marion Carnegie Library, 206 S. Market Street, Marion, IL 62959 (618)993-5935

Olney Public Library, 400 W. Main, Olney, IL 62450 (618)392-3711

Board Members present:

Esther Curry, Britta Krabill, Sarah Isaacs, Janet Cler, Bobbi Perryman, Alayna Davies-Smith, Robert Edwards, Diane Yeoman, Bobbi Perryman, Scott Drone-Silvers

Board Member

Leigh Ann Cloud

Absent:

Others Present:

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

1. Call meeting to order at 10:12am by Esther Curry
2. Public Comment - none
3. Approval of Minutes – Bobbi Perryman made the motion to approve the minutes as written and Diane Yeoman seconded. Motion passed.
4. Illinois Heartland Library System Report--Ellen Popit: The best way to see and keep up-to-date on the IHLS Board is to look at board packet on line. Look for the weekly IHLS Announce list, which does provide the link to the packet also. IHLS Staff attended ILA and had a good turnout at the booth. The Hugh C. Atkinson Memorial/DEMCO Award was presented to the IHLS Share Staff and SHARE Committees. The award recognizes significant achievement in resource sharing. In addition to a framed award certificate, SHARE also received a financial reward of \$1,000! The IHLS Board approved delivery on Veteran's Day and President's Day, even though the IHLS offices will be closed. There were some revisions to the IHLS's Area and Per Capita Grant.
5. SHARE Staff Update
 - a. Administrative Services--Traci Edwards: We attended PUG Conference where Polaris announced a browser based html – LEAP – mainly circulation. Works on tablets and pads. Other updates: R2 upgrade includes accrued fines, grace days, and the ability to save the "limits" in the search tool. Holds are to be dynamic in the next upgrade. Traci is working on libraries being able to only see their patrons. This is limited by permissions but will take her awhile to set up. Holds routing update – has been tweaking it. Executive council will be the working group to test Traci's tweaks. When questioned about holds being filled by libraries farther than local, Traci explained that all examples that have been sent to her indicate they are working as designed. There are many factors about holds that need to be taken into account. Deny hold is an issue, which Traci recommends we turn off. She explained if you deny, it doesn't come back to your library. And if you are the only library, it doesn't cancel the hold, and hold just sits

there. Discussion was had about deny vs cancel. Traci will do instructions on how to deal with holds from the library's point of view.

Bills will be sent out this week.

- b. Bibliographic Services--Joan Bauer – Cataloger's training sessions have been well attended. At PUG, attended a great authority files demonstration.
 - c. Information Technology Services--Michelle Ralston – working with libraries on PAC customization – am working on resource links. Plan to have a PAC committee in January.
 - d. Staff Services--Chris Dawdy indicated we have been doing custom reports on request and training on request. Circ forum next Thursday. Two SHARE chats have been well receive. Plans to update the website.
6. SHARE Committee Updates
- a. SHARE Bibliographic Services & Cataloging Standards Committee--Bobbi Perryman – met on Oct 18. We have a draft resolution, had added a few more proposed policies and draft training requirements. All will be released for comments. Looking for a date for circ joint meeting.
 - b. SHARE Circulation & Resource Sharing Committee--Esther Curry – met in early October. Most current (rev 5.) manual is on the website. It was tweaked with some language changes recommended by counsel. There is a need to clarify how long before to bill to a library. Ready to put draft out for comments.
 - c. SHARE Policies & Finance/Fees Committee--Diane Yeoman – IHLS has busy with audit, but will meet in November. Leslie Bednar gave a brief update on the IHLS audits – both are CLEAN AUDITS.
7. Old Business
- a. Ebook Update – Lesley Zavediuk, new ebook coordinator, announced that at ILA, IHLS received ceremonial check from the State for the grant and that there was 3M cloud a live demo. She published first weekly newsletter, and announced a new demonstrations at Fairview Heights and Forsyth. Official launch date is November 18. The start-up collection for opening day covers all levels and is very diverse.
 - b. Procedure for member voting on proposed policies – need to vote on governance document, the current Circulation documents, and the best Cataloging practices. According to Governance document, a meeting to explain to the members what they are voting on needs to take place one week before the electronic vote. Motion was made to have a meeting in January, with a February date in case of bad weather. Motion carried.
 - c. Other - none
8. New Business
- a. Communication – Esther indicated there is a need to coordinate with ad hoc committee to present information about each forum, listserv and where on the website is everything (help with update of website). Scott Drone Silvers, Robert Edwards, Janet Cler, and Sarah Isaacs are willing to be on ad hoc committee. Diane Yeoman indicated she will help if no one else from a school is able. It was recommended that SHARE

Director's listserv be used for receiving important information. Motion made to have an ad hoc committee on communication was made and passed by consensus.

- b. Database price for schools – Zinio consortium – Chris Dawdy indicated that the representative for Zinio is public library sector and apologized for the miscommunication about pricing. It was announced that Ebsco is willing to give us a consortia price.
Discussion on whether or not to limit which vendors SHARE should work with was had.
 - c. Other – It was asked to send SHARE agenda to SHAREdirectors listserv.
 - d. Valerie Brunner indicated she is unable to continue to serve. Esther Curry will work on getting a replacement for a school representative.
9. Public Comment - none
 10. Announcements - none
 11. Next Meeting – December 4 at 10am in morning by V-tel from three offices but not ISL.
 12. Adjournment – motion to adjourn at 12:34.