

SHARE Executive Council Meeting

Thursday, November 5, 2015 at 2:30 pm
Illinois Heartland Library System
6725 Goshen Road, Edwardsville, Illinois 62025
618/656-3216

In person, or
Via Skype for Business, or
Via Conference call at (800) 444-2801, conference code 3892694

Minutes

Call meeting to order and roll call:

The meeting was called to order at 2:30 pm, by President Bobbi Perryman.

In attendance: April Becker, Esther Curry, Robert Edwards, Sonya Johnson, Michael King, Susan McKinney, Annette Mills, Bobbi Perryman, Shelly Varvil, Diane Yeoman.

Absent: Scott Drone-Silvers

Also in attendance: Leslie Bednar, IHLS Executive Director; Traci Edwards, SHARE Manager for Administrative Services; Chris Dawdy, SHARE Director; Ellen Popit, IHLS Membership & Grants Director;

Public Comment: none

Approval of 10/1/15 Minutes: The minutes were approved on a motion made by Susan McKinney, and seconded by Esther Curry. All ayes, no nays, motion passed.

Illinois Heartland Library System Report – Ellen Popit: reported on the Library State of Mind conference, which several IHLS staff and staff of member libraries attended.

The IHLS board has approved the proposed mission, vision, values, and goals that were generated by the Long Range Planning Committee. IHLS staff has begun working on strategies to accomplish the proposed goals.

Ellen has entered into “nagging season”, as she is encouraging IHLS libraries to complete the EDGE Assessment, library certification, and the ILL Traffic Survey.

Ellen briefly discussed the continuing budget crisis in Illinois, and reported that the legislature is due to return to session on November 18, 2015.

Leslie Bednar: the IHLS board approved the proposed mission, values, and goals. The first of the goals is resource sharing. Suggested activities to accomplish each of the goals will be recommended by IHLS staff and approved by the board. One activity that has been proposed is to continue to grow SHARE—adding new members that are members of IHLS, increasing eResource access, to consider adding “virtual” members of SHARE that would allow IHLS members that are not members of SHARE participate

Illinois Heartland Library System

Champaign Office • 1704 West Interstate Drive, Champaign, IL 61822 • 217/352-0047
DuQuoin Office • 500 South Madison, Du Quoin, IL 62832 • 618/985-3711
Edwardsville Office • 6725 Goshen Road, Edwardsville, IL 62025 • 618/656-3216

in group purchases of eResources;

The lack of a state budget has resulted in no new library grants, potentially no per capita grant money, IHLS is supporting the activities of the General Fund, Illinois Machine Lending, CMC, using cash reserves; At the present rate of spending, IHLS will be able to function until the end of June, 2016.

At the end of June, 2015, there was \$515+ in SHARE Reserve fund, which is proposed to be used for a new platform, when the contract for Polaris is ended. When the FY16 budget was developed, the plan was to move \$350,000 from the general fund to SHARE. At this point, how much of that money can be transferred to SHARE is unknown.

SHARE Staff Update

- *SHARE Director*—Chris Dawdy: Regarding Transitional Members, 5 are ready for profiling, 17 are ready to learn how to barcode; 17 are working on barcoding their collections, and 28 are live on Polaris, for a total of 67 new members for SHARE, to date, as a result of the Dream Grant. SHARE staff are working on organizing the Governance and Circulation & Resource Sharing documents, so that procedures will be included in an easy to follow format in one document. The revised document will be presented with work done to date at the next Circulation & Resource Sharing Committee and the Finance/Policy Committee meetings. The SHARE Director is working on gathering data and organizing the procedures for sending out proposed fees for FY17 to libraries early in 2016, since the fee formula has already been approved for FY17.
- *Administrative Services*—Traci Edwards: has finished working on delivery reports that will tell the delivery hubs when libraries have items that are ready to pick up. The enhancement is list has been sent to member libraries for voting. When the period of voting is completed, results will be tallied and used to direct the IHLS vote for Polaris enhancements.
- *Bibliographic Services*—Joan Bauer: no report.

SHARE Committee Updates

- *SHARE Bibliographic Services & Cataloging Standards Committee*—Bobbi Perryman: nothing to report; next meeting is scheduled for Friday, November 13.
- *SHARE Circulation & Resource Sharing Committee*—Esther Curry: Fine rules: sent a survey out in October, presenting the four possibilities that fines could follow—patron's library, item owning library, transacting (check in) library, or the transacting (checkout) library; the committee is recommending that the top two options (item owning and patron) be presented for a membership vote in the spring. Susan McKinney made a motion to request a membership vote on what entity the fine rules should follow. April Becker seconded the motion. All ayes, no nays, motion passed.
- *SHARE Policies & Finance/Fees Committee*—Diane Yeoman: the last action of the committee was to propose adding the eResource Committee.

Old Business

- *October, 2015, SHARE Membership vote:* We were required to have 148 votes cast, and there were 163 during an eight day period. Regarding changes to the SHARE Governance Document, there were 160 votes in favor, 1 against, and 1 skipped vote. Regarding the recommended additions and changes to the SHARE Bibliographic & Cataloging Standards. There were 162 votes in favor, and 1 against. Susan McKinney made a motion to accept the member vote as official. April Becker seconded. All ayes, no nays, motion passed.
- *Establishing the new eResource committee:* Bobbi will send out an email asking people who are interested in participating on the committee, and bring names to the next Executive Council meeting. The goal will be to have 7 members on the committee, and the committee will elect the chair.
- *Other:* none

New Business: none

Public Comment: none

Announcements: none

Next meeting: December 3, 2015

Adjournment: The meeting adjourned at 3:14, on a motion made by Robert Edwards, and seconded by Susan McKinney. All ayes, no nays, motion passed.