

**SHARE Executive Council Meeting**

Thursday, November 3, 2016 at 2:30 pm

Illinois Heartland Library System

6725 Goshen Road

Edwardsville, Illinois 62025

618-656-3216

via Zoom at <https://zoom.us/j/316393894>

**Minutes**

**Call meeting to order and roll call:** The meeting was called to order at 2:30 by chair Susan McKinney.

In attendance—April Becker, Diana Donahoo, Scott Drone-Silvers, Rick Meyer, Michael King, Susan McKinney, Annette Mills, Bobbi Perryman, Shelly Varvil, Jill Pifer

Absent—Sonya Johnson, Spencer Brayton

Also in attendance—Ellen Popit, Traci Edwards, Joan Bauer, Chris Dawdy

**Public Comment:** none

**Approval of minutes for 10/6/16:** the minutes were approved on a motion made by Scott Drone-Silvers, and seconded by Annette Mills. All ayes; no nays; motion passed.

**Illinois Heartland Library System Report:** staff and members are learning more about the impact of ESSA (Every Student Succeeds Act) on libraries; the Illinet Interlibrary Loan Traffic Survey is available to be completed on the Illinois State Library website, though it is not due until March 31, 2017; IHLS staff attended the Illinois Library Association conference at the end of October, and are currently attending the Illinois School Library Media Association conference;

**SHARE Staff Update:** continue to work on adding new members to SHARE; continue to work through rearranging staff duties, as SHARE staff leave and are not being replaced;

**SHARE Committee Updates**

- Bibliographic Services & Cataloging Standards—the last meeting was in September; working on updates to bibliographic records; RDA training has been scheduled for this spring;
- Circulation & Resource Sharing—the last meeting was held on October 25; Traci Edwards is working with libraries that have short loan periods for DVD's; in response to a question from the Bibliographic & Cataloging Standards committee, the consensus of the Circulation and Resource Sharing committee is to maintain the added entry for artist on music cd bibliographic records; the approved *Claims Returned Items* procedure has been added to the SHARE governance, and document, the information shared with members in the most recent SHARE newsletter;
  - Policy on merging patron records—April Becker made a motion to approve the proposed policy for *Merging Patron Records*, and Rick Meyer seconded the motion. All

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eyes; no nays; motion passed. The proposed policy will be presented to the SHARE membership for a vote at the next semi-annual meeting.

- Fee/Finance/Policy Committee—the next meeting is November 10, so there is nothing new to report at this time; the committee will be discussing the proposed *Termination of Membership* policy and the SHARE satisfaction survey that was conducted in September.
- eResource Committee—nothing to report at this time, as the committee’s last meeting was conducted in July;

#### **Old Business**

- SHARE Semi-Annual meeting—April Becker made a motion to conduct the next SHARE semi-annual meeting on either January 10 or 11, using the webinar option on Zoom. Bobbi Perryman seconded the motion. All ayes; no nays; motion passed. Susan McKinney and Chris Dawdy will determine which date works best with regard to other meetings and obligations.
- Other--none

#### **New Business**

- Other--none

**Public Comment:** none

**Announcements:** none

**Next meeting:** Thursday, January 5, 2017 at 2:30

**Adjournment:** Scott Drone-Silvers made a motion to adjourn; Diana Donahoo seconded; all ayes; no nays; meeting adjourned at 2:56 pm.