

## SHARE Finance/Policy Committee

### Meeting

Thursday, December 15, 2016 at 10 am

Illinois Heartland Library System

6725 Goshen Road

Edwardsville, Illinois 62025

Meeting to be conducted using Zoom -- <https://zoom.us/j/764221256>

### Minutes

**Call meeting to order and roll call:** The meeting was called to order at 10:02 am by chair Jill Pifer.

In attendance—Amy Byers, Janet Cler, Esther Curry, Anita Drive, Jill Pifer, Miranda Shake, Diane Yeoman

Absent--none

Also in attendance—Chris Dawdy, Rhonda Johnisee, Shirley Paden, Colleen Dettenmeyer, Traci Edwards

**Approval of November 30, 2016 minutes:** the minutes were approved on a motion made by Esther Curry, and seconded by Janet Cler. Six ayes; no nays; one abstention; motion passed.

### Old Business

- Review of current budget status—reviewed the status of the budget and expenditures for FY2017; reviewed the draft budget proposal for FY2018;
- SHARE Technology schedule & Reserve fund—reviewed the purpose of the reserve fund, the history of annual contributions and expenditures, and progress toward the original goal for the SHARE reserve fund; agreed to the modification of one of the documents for posting on the SHARE website, under the governance tab, so that all SHARE members will have access to the information; the location of the information will be shared with the membership in the next SHARE newsletter.
- SHARE Membership Termination policy—no new information; this will be presented to the SHARE membership for a vote in January, since it has been approved by both this committee and the Executive Council
- FY18 SHARE member fees—Esther Curry made a motion to increase the SHARE Basic Fee (based on selected IPLAR budget information for public libraries, fall housing count for schools, fall enrollment for academic libraries, and ILS use for special libraries) by 5% for FY2018. Anita Driver seconded the motion. Roll call vote: Byers—yes; Cler—yes;

#### *Illinois Heartland Library System*

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Curry—yes; Driver—yes; Pifer—yes; Shake—yes; Yeoman—yes; Motion passed. The proposal will be submitted to the Executive Council for approval prior to presentation to the SHARE membership at the Semi-Annual meeting in January.

- SHARE Semi-Annual meeting, January 11, 2017—this committee will be presenting information on the proposed Membership Termination policy and associated fees, and the proposed FY2018 Member fees
- Other—none

### **New Business**

- Other-- East St. Louis Community College Library—Chris Dawdy reported that the East St. Louis Community College Library, which has been closed since spring, 2016, will be reopening on January 3, 2017. In the spring, because of the uncertainty of the impact of the state budget on that library and their hope to reopen in the future, their patron, item, and circulations records were not deleted from Polaris, but masked so that they could be reinstated when they were able to reopen. Since the library was not open at the time SHARE member fees were being paid, their fees were not paid. Diane Yeoman made a motion to bill the library for ½ of their normal membership fees, since theirs is a hardship case, and they will only be open for ½ the year. Esther Curry seconded the motion. Roll call vote: Byers—yes; Cler—yes; Curry—yes; Driver—yes; Pifer—yes; Shake—yes; Yeoman—yes; Motion passed.

**Public Comment:** none

**Announcements:** none

**Next meeting**—Thursday, January 26, 2017 at 10:00 am

**Adjournment:** The meeting adjourned at 11:14, on a motion made by Esther Curry, and seconded by Jill Pifer. All ayes; no nays; meeting adjourned.