

## SHARE Finance/Policy Committee Meeting

Thursday, November 9, 2017 at 10 am

Illinois Heartland Library System--6725 Goshen Road--Edwardsville, Illinois 62025

### Minutes

**Call meeting to order and roll call:** The meeting was called to order at 10:10 am by Esther Curry.

In attendance: Amy Byers, Janet Cler, Esther Curry, Miranda Shake, Diane Yeoman

Absent: Jill Pifer, Anita Driver

Also in attendance: Adrienne Elam, Leslie Bednar, Rhonda Johnisee, Colleen Dettenmeier, Shirley Paden, Traci Edwards

**Approval of minutes from July 13, 2017:** The minutes were approved on a motion made by Diane Yeoman, and seconded by Janet Cler; all ayes; no nays; motion passed.

#### Old Business

- Other--none

#### New Business

- SHARE Budget Update—Adrienne Elam reported that IHLS has a budget at the FY15 funding level which is good for IHLS and SHARE; reported on SHARE's current financial status; the funds earmarked for the reserve fund were transferred on September 29, 2017; 95.7% of the SHARE fee invoices have been collected;
- 2018 IT Expenses—Traci Edwards reported that not all the expenses outlined in the *3 Year Outlook for IT Expenses for SHARE* document for FY2017 happened; Troy Brown is currently working on a new plan that will incorporate what was planned for FY2017 and FY2018 server replacement for key Polaris services;
- FY19 Fees—The group discussed the need to let libraries know of any fee increases as soon as possible to accommodate libraries who are already working on next year's budget; Adrienne recommended waiting a couple of month before deciding; Leslie would like to see the decision made in December if possible;

#### Illinois Heartland Library System

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- Polaris contract update—Traci Edwards reported that we are currently in year 5 of a 6-year contract with Polaris; when the contract ends, nothing will change except annual maintenance increases will be limited to 3%.
- Other—Leslie Bednar reported on the SHARE Director search; several people have been interviewed but no single person had all the desired qualities; the position has been reposted in several new locations; waiting on the new director before filling the resource position.

**Public Comment:** None

**Announcements:** None

**Next meeting**—Thursday, January 11, 2018 at 10:00 am

**Adjournment:** The meeting adjourned at 10:39 am, on a motion made by Esther Curry, and seconded by Miranda Shake; all ayes; no nays; meeting adjourned.