

SHARE Semi-Annual Meeting Notes

May 4, 2016

Effingham Public Library

Welcome & Introductions:

Bobbi Perryman called the meeting to order at 10:02 am. She welcomed everyone to the meeting and the Executive Council Members introduced themselves.

Meeting went into recess due to V-Tel Technical Issues at 10:05 am and resumed at 10:15.

IHLS Report:

Ellen Popit reported on IHLS issues including:

- IHLS has received approval for the FY16 grant application and plan of service that includes the 42% funding cut.
- ISL has requested that the FY17 application and plan of service be turned in by June 1, with the understanding that revisions may be necessary because of the State Budget Crisis
- The IHLS Board is trying to fill a school library representative seat. Ellen asked for members to contact Leander Spearman if they know anyone who might be interested.
- IHLS revised their bylaws regarding roll call votes and striking 'developmental' members from the membership criteria.
- Certification has been completed. 6 members were suspended and 6 members chose to withdraw from the system. ISL library also merged a few members. As a result, there will be a change in the number of members in FY17.
- In July, IHLS will roll out "Members Matter!" Town hall meetings, which will be held on a regular basis to allow IHLS membership to provide feedback on system operations.

Susan McKinney asked if a list would be sent out regarding members that have been suspended or withdrawn from the system. Ellen replied that it was included in the board report and she will send it out. Chris had deleted their accounts from Polaris (none of them were full members of SHARE).

SHARE Report:

Chris Dawdy reported on SHARE:

- Progress is still be made with adding transitional members. Three libraries changed their minds about joining, but there are 6 more that will take their place and can still be added under the Dream Grant.

Illinois Heartland Library System

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- Library law now indicates that any ILLINET member can join SHARE. This means libraries that aren't necessarily members of IHLS can now join. Recruitment will start in June or July depending on membership voting.
- All SHARE governing documents are being merged into one document, the SHARE Operational Guidelines. It will be posted on the SHARE website, searchable, and easy to edit and is coming soon.
- Brant is working on a new and improved SHARE website that will be more clearly organized and easier to use.

Administrative Services – Traci Edwards

- Terry Moreland is working with school libraries about what to do with patron records when seniors leave.
- The IPLAR instructions have been updated and are on the SHARE website.
- Traci is preparing to redo the Holds Routing tables. During the last change, the average days of items being filled dropped from 16 to about 11 or 12. The next time that the tables are changed and new delivery routes are added, Traci anticipates that this average turnaround will drop again, possibly significantly.
- Traci is working on some new reports that have been requested by member libraries and is also working on email notification bounce-backs.

Bib Services – Joan Bauer

- CAT Training is coming up regarding Subject Headings and can be used to count towards the 15 hours of training required. Be sure to get those hours in by the end of June. Shelley will also be providing Dewey classes and more Serial classes. Joan asked that member libraries request what they need, especially schools that can attend training over the summer.
- Many new libraries are joining SHARE. Joan asks current members to touch base with the new members in their area as a welcome and a way to understand how our consortium works.
- \$3 bibs are only for books right now. A/V items are lot more complex to catalog.
- An OCLC product called PromptCat has switched to OCLC Collection Manager – this mostly effects the former Rolling Prairie libraries, and SHARE has opted not to transition because the bib records are not up to SHARE standards.

Bib & Catalog Standards Committee:

Bobbi explained the proposal up for vote regarding adding 1XX fields to bib records. This change will help prepare for the change from AACR2 to RDA. The committee is discussing the idea of making the transition to RDA in 2017. They will come to the membership with a formal proposal once they have determined what training will cost and entail.

Circ & Resource Sharing Committee:

Esther explained the proposal up for membership vote regarding fine rules. Currently, fine rules follow the library patron and membership requested that this issue be revisited. Members can vote on whether the loan rules follow the patron (as it is now) or if they follow the item. Having loan rules follow the “transacting libraries” did not receive many votes in the informational poll. Discussion ensued regarding why the issue is being revisited and whether or not a standard fine rule could ever be agreed to. The consensus was that it’s a local level decision (i.e., the Consortium cannot dictate fine/loan rules). Members requested that adding the ‘transacting library” option be revisited again in the future. Esther announced that it could go back into committee and be removed from this round of voting. The consensus was that the proposal go back to committee and then revise it to include a third option for member vote.

Esther mentioned that the Operational Guidelines document will incorporate policies, procedures, and forms and links will be included so it will be much easier to navigate and understand. The ILLINET loan code is also integrated into the circulation policy.

Fee/Finance/Policy Committee:

Diane presented information on the 2 items that are coming up for vote.

- SHARE Implementation Fees: These fees will be used to bring on new members. SHARE staff researched what it costs to bring on a new member and used that information to determine the fees.
- The second item changes the language in the membership policy to include ILLINET members rather than just IHLS members

Diane explained how the 42% decrease in funding will effect SHARE. The committee will be recommending that the income not received be covered from the SHARE reserve fund. Member fees will not be increasing immediately, but due to the State Budget Crisis, it will almost certainly be revisited, and possibly for FY16/17. After the current fee schedule year has passed it is likely that the next fee schedule (FY17/18) will include increases. As soon as the committee has answers as to what those increases might look like they will send that information out to the membership.

Diane provided information regarding open seats that will be available on the SHARE Executive Council at the start of the next fiscal year. Five seats will be open for terms ending by 2018.

eResource Committee:

Scott shared information from the new eResources committee. The committee has been focusing on loan rules for eBooks because they needed to be revisited. Now they are starting to tackle the issue of putting eResources into the database. They are researching what’s involved, how it would work and what options are available to us. This will be a lengthy discussion and the committee will bring information to the membership as it is acquired. Membership feedback will be requested as the committee navigates how to add eResources to the database.

Other News & Info:

SHARE as a non-profit:

Bobbi explained that SHARE is investigating this option as a possibility if funding becomes a major problem to SHARE remaining a viable organization or if IHLS ceases to exist. The idea is to have a plan in place, just in case.

Non-IHLS Members:

Border libraries are the most likely to want to join first. When libraries join, the issues of migrating in their content and delivery to those libraries will be addressed.

Voting:

All voting will take place next week electronically by library.

Questions and Answers:

- Where can financial statements for SHARE be found?
 - They are in the IHLS Board packets on the IHLS website under the Board tab.
- Leslie Bednar reiterated that there are 4 independent consortia in RAILS that receive no financial assistance from RAILS. There are also 4 larger independent consortia that DO receive funding help from RAILS. This is a significant difference regarding being completely independent to keep in mind.
- Susan Palmer provided information regarding the new ILDS contract which means this is the best timing to explore the idea of adding non-IHLS libraries to SHARE. RAILS and IHLS will be meeting daily to exchange items.
- Chris Dawdy detailed her plan for starting the recruitment of non-IHLS members which will start with a letter to those border libraries.

With no other discussion to be presented or questions to be asked, the meeting adjourned at 11:15.