

Minutes
Evergreen Indiana Executive Committee Meeting
April 4, 2014

The April 4, 2014 Executive Committee Meeting, held at the Wyndham Indianapolis West during the Evergreen Indiana Annual Conference, was called to order by Chair Montie Manning at 9:45am.

Present at the meeting were the following voting members:

Andrea Ingmire (Greensburg-Decatur County Public Library)
Christine Sterle (Thorntown Public Library)
Janet Wallace (Shelby County Public Library)
Kyle Qurazzo (Shelby County Public Library)
Montie Manning (Alexandria-Monroe Public Library)
Mary Rueff (Hussey-Mayfield Memorial Public Library)
Ruth Frasur (Hagerstown Jefferson Township Public Library)
Sheryl Sollars (Westfield Public Library)

Non-Voting members present:

Anna Goben (Indiana State Library)

Guests present:

Jason Boyer (Indiana State Library)
Jill Stange (Indiana State Library)
Adam Bowling (Indiana State Library)
Wendy Knapp (Indiana State Library)
Karen Ainslie (Indiana State Library)
Vanessa Martin (Greensburg-Decatur County Public Library)

Several guests from other member libraries were present at this EI Annual Conference session.

The agenda was approved as presented on a motion by **Janet Wallace** and second by **Ruth Frasur**. Motion passed.

The minutes of the February 11, 2014 meeting were approved as presented on a motion by **Kyle Qurazzo** and a second by **Janet Wallace**. Motion passed.

I. Indiana State Library Report

- a. Anna Goben reported on several ongoing projects. All 1st quarter payments have been received by ISL. Disbursements are due out by mid-April or early May. The automation project for Royal Center-Boone Twp Public Library is 30% complete. Danville Center

Township Public Library is reviewing data in preparation for migration with a target date of early June.

- b. The 2.5 Upgrade went very well. Over 190 participants attended the online training sessions, and the archived sessions were viewed over 500 times. Consortium testing was invaluable. We exceeded the projected downtime by about 6 hours—a great improvement over previous upgrades. Reporting was delayed and the online credit card processing was put on hold temporarily following the upgrade.
- c. The Payment Project is in its 3rd quarter.
- d. Six representatives from Indiana were able to attend EI International 2014 in Boston; two had seats at the cooperative development meeting. There were many opportunities to discuss implementation and support with other consortia, and attendees came away with lots of material for implementing new modules.

II. Committee Reports

- Cataloging Committee—Anna Goben reported that the Cataloging committee met on March 6, 2014. The committee is seeking three new members and is moving forward on authority control. The focus of the Spring Roundtable will be RDA for copy catalogers and the meeting will feature a guest speaker, Steven Smith, from UI-Chicago. The committee voted to approve the change that Scholastic books that are identical (except for the cover) can be entered on the same MARC record.
- Patron Services – Vanessa Martin reported that the committee met March 18 to review policy and procedures and choose sessions for the Evergreen Indiana Annual Conference. They reconsidered some elements of the proposed Transitional patron profile and agree that all material types should circulate, but that Transitional profile should adhere to a 3-item limit. The committee will discuss Game circulation policies at the June meeting. The Patron Services committee is seeking three new members.

III. Unfinished Business

- a. Regional Roundtables – Ruth Frasur and Anna Goben will discuss Regional Roundtables in June and the taskforce will meet soon.

IV. New Business

- a. Bylaws Amendments were reviewed by the Executive Committee..
 - Membership fee amendment—the proposed amendment adds a section regarding fees to the terms of membership and removes a section that has been deprecated. Montie Manning suggested adding language indicating that membership fees will be reviewed annually at the first Executive Committee meeting of the year (Jan/Feb/Mar, weather-dependent). **Andrea Ingmire** moved to accept the membership fee amendment and **Sheryl Sollars** seconded; motion passed.

- Executive Committee amendment—the proposed amendment revises the procedure and timeline for Executive Committee elections. This change would allow member libraries to learn more about EC candidates at the Evergreen Indiana Annual Meeting prior to elections. **Mary Rueff** moved to accept the Executive Committee amendment and **Janet Wallace** seconded; motion passed.
- b. Patron Services Policy Amendments – the Patron Services Committee presented a revised and updated Evergreen Indiana Circulation Policy to reflect current interpretation and use. **Andrea Ingmire** moved and **Kyle Qurazzo** seconded the motion to accept the revised policy; motion passed. Procedures have also been updated and will be posted soon.
- c. EIEC Elections – Ballots have been provided in Annual Conference packets and will be mailed to all member libraries; ballots are due by May 15, 2014. Invitations to the June Executive Committee meeting will be sent to member-elects.
- d. The letter regarding the Bylaws amendments discussed above will be mailed with the Executive Committee ballots; approved by consensus.
- e. Annual Meeting 2015 – EC members and guests discussed potential dates for the 2015 Evergreen Indiana Annual meeting. **Janet Wallace** moved to hold the conference April 9-10; **Ruth Frasur** seconded. Motion passed.

V. Announcements

- a. Next meeting—June 10, 2014 at Indiana State Library

Chair Montie Manning called for a motion to adjourn. On a motion by **Ruth Frasur** and second by **Kyle Qurazzo** the meeting was adjourned at 10:19am.

Respectfully submitted,
Christine Sterle