



MINUTES

Evergreen Indiana Executive Committee Meeting
Tuesday, 9 August 2016, 1:00 p.m.
Indiana State Library

Members Present:

Monica Casanova, Monticello-Union Township Public Library
Nancy Disbro, Andrews Dallas Township Public Library
Mary Glaser, Plainfield-Guilford Township Public Library
Krista Ledbetter, Morgan County Public Library
Montie Manning, Alexandria-Monroe Public Library
Jennifer McKinley, Morgan County Public Library
Sherri Risse, Spencer County Public Library
Scott Tracey, West Lafayette Public Library

Absent:

Janet Wallace, Shelby County Public Library

Non-Voting Members Present:

Anna Goben, Indiana State Library
Jason Boyer, Indiana State Library
Wendy Knapp, Indiana State Library

Guests Present:

Sarah Childs, Hussey-Mayfield Public Library
Britta Dorsey, Thorntown Public Library

- I. Chair Scott Tracey called the meeting to order at 1:05 p.m.
- II. On a motion made by Montie Manning and a second by Krista Ledbetter, the Agenda was approved.
- III. On a motion made by Nancy Disbro and a second by Sherri Risse, the June 14th Minutes were approved.
- IV. Indiana State Library Report- Anna Goben
 - A. Migrations- Eckhart & Garrett Public Library were a success.
 - B. Migration schedule- The Orleans Town and Township Public Library migration has been scheduled for August 22, 2016. Orleans has opened up their on-site training to other area libraries.
 - C. Planning for Evergreen International Conference 2017 is underway.
 - D. SRCS
 1. NCIP training video in the works

2. Go live date is August 15, 2016

V. Committee Reports

A. Cataloging- Sarah Childs

1. Monica Boyer hosted an in-person training (Advanced Cataloging) in Jackson County Public Library
2. Additional advanced catalog training will be offered online at the end of September (27th & 28th).
3. The Committee has been updating documentation.

B. eContent – Montie Manning

1. Nothing to report since they didn't meet

C. Patron Services- Britta Dorsey

1. The sub-committee has been working on a training module. They plan to release it to the Committee in September for notes and edits with a wide-release date of October 3rd.
2. They finished a couple chapters in the Circulation manual and they also improved the Circulation matrix.
3. The committee inducted new members and elected officers for 2016-2017 officers.
4. Next meeting is on September 20th.
5. Britta is the Chair-elect of the Committee, and she will be taking over in 2017.

VI. Unfinished Business -

- A. 2017 Budget-Surplus split into emergency fund & equipment. Emergency fund not restricted. Discussion about what to do with the \$60,000 surplus. Equipment is less than 3 years old. Krista Ledbetter made a motion to accept the 2017 budget and that the remaining be split evenly between the emergency fund and the equipment fund. Montie Manning seconded. Motion carried.

B. Circulation Matrix

1. Patron Services Committee Recommendations:
 - a) Two new circ modifiers: audiobook bestseller & audiobook-new from the PSC.
 - b) Increased renewals for existing audiobook circ mod
 - c) Updated fine rates for equipment/reader (\$2 default)
2. Music cd limit survey
 - a) Survey:
 - b) 128 responses
 - c) Y/N with music CDs: 110/18
 - d) 52 libraries officially represented
 - e) Comments in your packet
 - f) Discussion on whether to make a uniform rule on cd limits. We can add a second cd Circ modifier to create a limit of 10. Recommendation from Patron Services was to limit to 25 universally. Jason Boyer explained the difficulty of adding circ modifiers. Board not in favor of adding a second Circ modifier, but because half our members want the limit the board decided to follow the preference of the members. Krista Ledbetter makes a motion to create a second cd modifier limited to ten with same attributes as original. Seconded by Sherri Risse. Motion carried.
3. Discussion on circulation matrix. Audiobook modifiers discussed. There's two new Circ modifiers suggested: audiobook bestseller and audiobook-new. This was suggested from

two libraries and then it went to committee. Committee wants to hear from other libraries. A survey was recommended so that more feedback is obtained. Nancy Disbro makes a motion to approve new fine levels and audiobook book renewals and then we send the new two audiobook Circ modifiers back to committee for more information. Jennifer McKinley seconded. Montie Manning abstained. Motion carried.

VII. New Business

A. New Members

1. Spiceland Public Library
 - a) 2,279 residents (Class C)
 - b) Henry County
 - c) Kathy Porter, Director
2. Washington Carnegie Public Library
 - a) 11,509 residents (Class B)
 - b) Daviess County
 - c) Teresa Heidenreich, Director
3. Spiceland is a conditional applicant. Spiceland is currently out of standards compliance since they do not have a web-accessible automated system. By joining Evergreen Indiana they will be complying with standards. Krista Ledbetter makes a motion to approve Spiceland library and Washington Carnegie Public Library into the Evergreen Consortium. Montie Manning seconded. Motion carried.

B. Out- of- standards member policy

1. We cannot use LSTA funds to get libraries automated so that they comply with standards.
2. Including those EI libraries that fall out of standards.
3. Anna presented a draft policy. Monica Casanova made a motion to accept the out of standards member policy as presented. Montie Manning seconded. Motion carried.

C. EC Support Regions

1. Anna presented a map of the state broken into EC support regions. Each region has an EI Executive Committee member identified as a primary committee contact. Anna will share the map with the consortium.

VIII. Announcements

- A. The next meeting will be on Tuesday, October 11, 2016 at 1 p.m. at the Indiana State Library, Room 401. Regional roundtables will be going on at the same time
- B. Following a motion made by Montie Manning and seconded by Mary Glazer, the meeting was adjourned at 2:25 p.m.

Respectfully Submitted,
Monica Casanova, Secretary