



MINUTES

Evergreen Indiana Executive Committee Meeting
Tuesday, 11 October 2016, 1:00 p.m.
Indiana State Library

Members Present:

Monica Casanova, Monticello-Union Township Public Library
Nancy Disbro, Andrews Dallas Township Public Library
Krista Ledbetter, Morgan County Public Library
Janet Wallace, Shelby County Public Library
Jennifer McKinley, Morgan County Public Library
Scott Tracey, West Lafayette Public Library

Absent:

Mary Glaser, Plainfield-Guilford Township Public Library
Montie Manning, Alexandria-Monroe Public Library
Sherri Risse, Spencer County Public Library

Non-Voting Members Present:

Anna Goben, Indiana State Library
Jason Boyer, Indiana State Library
Jacob Speer, Indiana State Library

Guests Present:

Sarah Childs, Hussey-Mayfield Public Library
Mindy Tuceryan, Danville Public Library

- I. Chair Scott Tracey called the meeting to order at 1:03 p.m.
- II. On a motion made by Janet Wallace and a second by Krista Ledbetter, the Agenda was approved.
- III. On a motion made by Jennifer McKinley and a second by Janet Wallace, the August 9th Minutes were approved.
- IV. Indiana State Library Report- Anna Goben
 - A. Migrations- As part of migration support EI offered a cataloging party for Walkerton-Lincoln Township Public Library.
 1. Migration schedule
 - a) Washington Carnegie Public Library
(1) Late winter
 - b) Walkerton-Lincoln Twp PL
(1) Currently recataloging

- c) Spiceland Public Library
 - (1) Data evaluation / prepping for materials handling
 - B. Regional Roundtables: Small attendance so far. Hoping to improve attendance in next roundtables. The roundtables will be evaluated in December.
 - 1. Hosts:
 - a) Culver-Union Township Public Library
 - b) Carnegie Public Library of Steuben County
 - 2. Upcoming Roundtables:
 - a) October 20 – Southeast, Jackson County PL
 - b) October 21 – Central, Mooresville PL
 - c) October 28 – Southwest, Spencer County PL
 - C. EVGILS 2017
 - 1. April 5-8, Covington, Kentucky
 - 2. Evergreen Indiana co-sponsoring with COOL, Kenton County PL (KY), Asbury College, and Asbury Theological Seminary
 - 3. Organizing committee representatives:
 - a) Ruth Frasur
 - b) Anna Goben
 - D. SRCS
 - 1. Phase 1 go-live: August 15, 2016
 - 2. Working out bugs!
 - 3. Phase 2 solicitation out shortly; December submission of intent.
 - E. Development Projects
 - 1. Authority Browse
 - a) Tech specs reviewed and approved
 - 2. User Buckets
 - a) Waiting on tech specs
 - F. Authority Control Arrives!
 - 1. December implementation
 - 2. Standardization of controlled entries
 - 3. Insertion of RDA fields (3XX)
 - 4. Includes insertion of Lexile measures
 - 5. Ongoing and updated monthly on new records
 - 6. Limited cataloging in December
 - 7. Add holdings, but can't update for 3 weeks! Cataloging will be slightly limited.
 - 8. Training in early 2017
 - G. Upgrade 2016
 - 1. December 31-January 1, 2016
 - 2. Moving to 2.11
 - 3. Testing in November
 - 4. Trainings in December
- V. Committee Reports
- A. Cataloging- Sarah Childs
 - 1. For the cataloging committee, they have done an upgrade of catalog procedures. They're doing a webinar roundtable on buckets and merging.
 - B. eContent – Anna Goben

1. Nothing passed. Potential projects for the future discussed. Another report will be given in December
- C. Patron Services- Mindy Tuceryan
1. They want to submit their recommendation to the Executive Committee that the circ modifier (audiobook new) be approved. They are working on a refresher course similar to the cataloging committee. They have almost finished updating the training manual. In-process for small things that may come to the committee later.
- VI. Unfinished Business
- A. Circulation Matrix Update
1. New audiobook circ mod –“audiobook new”
 2. Community survey results:
 - a) Two libraries would use bestseller audiobook
 - b) 27 would use a new circ modifier
 - c) Range of comments, many said it would not affect them. Final recommendation to the executive committee. We hold off on the bestseller, but bring on new. Krista Ledbetter comments that it sounds like a reasonable recommendation. Krista Ledbetter makes a motion that we add a circulation new modifier for audiobooks. Nancy Disbro seconds. So moved. Motion carries.
- VII. New Business
- A. New Members
1. Knightstown Public Library
 - a) 2,182 residents (Class C)
 - b) Henry County
 - c) Vanda Carnes, Director
 - d) They are very enthusiastic about joining EI. They are automated. They asked that EI catalog them in so that they have better records. Anna will look at their records. That brings us up to 115 libraries. Krista moves that we accept Knightstown application, Janet second. Motion carries.
- B. DVD transiting pilot
1. Optional resource sharing of dvds/blu-rays
 2. Utilizes a pair of circ mods to define what’s eligible to transit.
 3. Cases and transiting procedural updates
 4. Anna will look into stickers that will differentiate which transit. It will require staff to open cases to make sure dvds are in. Everyone can borrow, but a library can choose not to lend. It will be system wide. Libraries can opt out once they’re in but, the circ mod has to be changed. Libraries can choose which ones to transit. Transiting DVDs has been a discussion for the the last three years. Many want to start with their non-fiction collection. Nancy Disbro makes a motion to start DVD transiting pilot, Jennifer McKinley seconded. Motion carries.
- C. New Subcommittee: EI-SRCS
1. Proposed: New subcommittee to support the integration of EI with SRCS and for participating members of the community.
 2. Board discussed a need for a subcommittee to discuss best practices. An EI listserv can be more effective than a committee. The board agreed to use the EI support listserv unless other libraries complain then a new listserv will be started. The board will recommend using SRCS in the title.

- D. Pre-cat default circ duration [Tracey]
 - 1. The default circ duration is two. However, the State's ILL recommendation is three weeks, 21 days is the recommendation. Due date included travel time too. Jason Boyer says there is no problem changing it to three. Krista Ledbetter moves to make motion to change circ duration to three weeks to reflect ILL recommendation with no renewals. Janet Wallace seconds. Motion carries.
- E. Lexile measures in MARC records
 - 1. The new records won't have them but catalogers can start doing them now. But, they'll need to be done in December. Starting in December EI will require using Lexile levels. A keyword search can be done looking up lexile levels.
- F. Development projects
 - 1. Quick link to update item status from CKI
 - 2. Cancel payment at annotation stage
 - 3. View holds at system level
 - 4. Multi-copy hold options

VIII. Announcements

- A. The next meeting will be on Tuesday, December 11, 2016 at 1 p.m. at the Indiana State Library, Room 401.
- B. Following a motion made by Jennifer McKinley and seconded by Janet Wallace, the meeting was adjourned at 2:25 p.m.

Respectfully Submitted,
Monica Casanova, Secretary