



## Minutes

Executive Committee

April 9, 2019

Plainfield-Guilford Township Public Library, 1:00 PM

### I. Call Meeting to Order

- A. Janet Wallace, Chair called the meeting to order at 1:00 pm

### II. Roll Call and Welcome

#### A. Present

1. Janet Wallace, Shelby County, Chair
2. Winnie Logan, New Castle-Henry County, Chair-Elect
3. Montie Manning, Plainfield-Guilford Township
4. Karen Kahl, Union County Public Library
5. Sheryl Sollars, Westfield-Washington, Secretary

#### B. Absent

1. Mandy Mawhorter, Noble County Public Library
2. Vanessa Martin, Greensburg-Decatur County Public Library
3. Judi Terpening, Jefferson County Public Library

#### C. Non-Voting Members Present

1. Jason Boyer, ISL
2. Anna Goben, ISL
3. Wendy Knapp, ISL

#### D. Guests/Committee Representatives Present

1. Mary Glaser, Plainfield Guilford Township Public Library

### III. Approval of Agenda

On a motion from Winnie and a second from Montie the April 9, 2019 agenda was approved.

### IV. Approval of the Minutes

On a motion from Karen and second from Montie, the February 12, 2019 minutes were approved.

### V. Indiana State Library Report

#### A. Migrations

1. Fortville - Vernon Township Public Library
2. Henry Henley Public Library
3. Ridgeville Public Library
4. Spiceland Public Library

Everyone is cataloging and making excellent progress

#### B. 2017/18 Active Development Projects --via MassLNC

1. Retrieve multiple patron accounts at once - No update
2. Improved printing and email options from the catalog (implementation):  
Implementation pushed back to later in 2019 due to bug issues.



- C. 2018/2019 Projects -- via MassLNC
  - 1. Auto-retarget holds on missing items/Automatic notification of orphaned holds - In development (See Hopeless Holds Project)
  - 2. Add "Test notification method" to patron account screen - Final testing: Targeted release 3.3
  - 3. Update hold notifications when patron information is updated -- No update
  - 4. Editable patron notes / Consolidate patron alerts, messages, and notes - Development slated for 2019. Has been funded development should be done this quarter or next quarter.
  - 5. Improved spine labels printing (allow standard printers/8.5"x11")--Is live now!
  - 6. Deleting an issuance should remove associated copy records - No update
  - 7. Ability to sort or limit search results and holdings by geographic locations - Development slated for 2019 - Vendor came back with questions and in conference as to how this is handled. Due to patron privacy.
- D. Long term projects --via MassLNC,
  - 1. Acquisitions:
    - a) Sprints 0 in active development
    - b) Sprint 3 funded: development expected this quarter
    - c) Sprints 1-2, 4 specs released
    - d) "Did you mean?" -- Search <http://massInc.org/node/3394> . Development consultation is underway.
  - 2. Hopeless Holds
    - a) Funded and development has begun.
  - 3. Update hold notification method
    - a) Bugfixing
- E. Evergreen Development Initiative
  - 1. Received permission to send out contracts to the various agency heads for approval this week.
  - 2. Position has been sent to state HR division for creation and posting; expected to open later this month.
- F. Special Project Participation
  - 1. Transiting media
    - a) Transiting Videodiscs - 64 active libraries
    - b) Transiting Music CDs - 22 active libraries
    - c) Video games - 6
  - 2. Fine - Free
    - a) Fine Free - 8 active libraries - 5 BKM only
    - b) Juvenile Fine Free - 1 active library
  - 3. Autorenewals - 54 libraries
    - a) Email notices for auto renewals have been vastly improved.
- G. Autovoiding bills on lost materials
  - 1. In place since last meeting
  - 2. Have heard from a couple of libraries that have had to adjust their local practices relating to collections.



#### H. EIAC 2019

1. 154 registered
2. 30 presenters/moderators
3. Lots of great feedback received
4. Audio recordings of some of the sessions in the ballroom to be converted for archival review.
5. All slidedecks/handouts posted.
6. LEUs sent out this week.

#### I. Evergreen International 2019

1. Valley Forge, PA - April 24-27, 2019
2. 2 scholarships returned

#### J. Training Report

1. New reports training manual underway
2. Full live training series to be offered May 9-16, 2019

#### K. Fiscal Report --

1. Bookkeeping updates
  - a) Waiting on service fee schedule from ISLF
  - b) Checking account was opened today 4/9/2019
  - c) Actively work the pass-thrus on the Wowbrary and RDA Toolkit group purchases
  - d) Prepping for the Gale Courses group purchase
  - e) All payments for 2019 membership fees received.
  - f) Working with new vendor to set up pools for library card/barcode purchases.

### VI. Subcommittee Reports

#### A. Cataloging --

1. Acting officer has been Sandra Osborn.
2. Met in March
3. 1st 2 chapters of the cataloging procedures were fully updated
4. Working on Chapter 3 cataloging procedures

#### B. Econtent --

1. Magazines in Overdrive 50 magazines
2. Pilot program with school corporations to tie SORA Overdrive with the public library. So students have access to Overdrive. A few Evergreen libraries have agreed to try to work with their local schools.

#### C. Patron Services --

1. Met and discussed topics and the circulation training manual

#### D. Strategic Plan -

1. no update

### VII. Unfinished Business

#### A. Meeting via Videoconference only (followup)

1. Proposal was to transition so that some meetings were exclusively videoconferenced to reduce the travel requirement for committee members.
2. This is not an option per the STLIB counsel and State Librarian.



**VIII. New Business**

A. 2019/22 Courier Contract

1. Libraries have expressed concern about the impact of the cost increases.
2. EI does not require anything above the minimum required by state standards
3. The bylaws amendment ballot approved in 2017 was put on hold by the State Library anticipating that the new pricing schedule might make the change untenable for some members.

B. Autorenewals limits

1. Proposed Materials with “equipment” and “ereader” circ modifiers applied shall be ineligible for autorenewal.

a) Community poll results:

- (1) 88% in favor of eliminating autorenewals on equipment
- (2) 78% in favor of eliminating autorenewals on ereaders

On a motion from Sheryl and a second from Karen the proposal was approved.

C. Changing limits on videogames

1. Proposed: Increase the maximum number of videogames a patron may borrow to either 3 or 5 across 6 eligible circ mods.

On a motion from Sheryl and a second from Winnie it was approved to increase the borrowing limit on videogames to 5.

**IX. Announcements**

- A. Next meeting: 1pm, June 11, 2019 @ Plainfield
- B. Winnie will take minutes in Sheryl’s absence.

**X. Motion to adjourn**

- A. On a motion from Winnie and second by Montie the meeting was adjourned.

*Respectfully submitted,  
Sheryl A. Sollars*