



## Minutes

Executive Committee

June 11,, 2019

Plainfield-Guilford Township Public Library, 1:00 PM

### I. Call Meeting to Order

- A. Janet Wallace, Chair called the meeting to order at 1:10 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. Mandy Mawhorter, Noble County Public Library
6. Vanessa Martin, Greensburg-Decatur County Public Library
7. Judi Terpening, Jefferson County Public Library

#### B. Absent

1. Sheryl Sollars, Westfield-Washington, Secretary

#### C. Non-Voting Members Present

1. Jason Boyer, ISL
2. Anna Goben, ISL

#### D. Guests/Committee Representatives Present

1. Mary Glaser, Plainfield Guilford Township Public Library
2. Brenda Campbell, Hagerstown-Jefferson Township Public Library
3. Scott Tracey, West Lafayette Public Library
4. Krista Ledbetter, Morgan County Public Library
5. Nancy Disbro, Andrews-Dallas Township Public Library

### III. Approval of Agenda

On a motion from Montie and a second from Karen, the June 11, 2019 agenda was approved.

### IV. Approval of the Minutes

On a motion from Karen and second from Montie, the April 9, 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 - Go Live scheduled for the 1st week of July
4. Spiceland Public Library - Go Live likely late summer/early fall

There have been four cataloging parties since the last meeting. All are making good 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) - No update
- 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 -- This is in the final testing phase.
  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; signoff have been issued
    - 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) This is in final testing phase.
- E. Evergreen Development Initiative
1. Received five contracts back from the various agency heads and have heard from a few others who are not currently involved who are potentially interested.
  2. The position has been advertised and applications are coming in. The position closes at the end of this week.
- F. Special Project Participation
1. Transiting media
    - a) Transiting Videodiscs - 64 active libraries
    - b) Transiting Music CDs - 24 active libraries
    - c) Video games - 6
  2. Fine - Free
    - a) Fine Free - 11 active libraries - 7 BKM only
    - b) Juvenile Fine Free - 1 active library



3. Autorenewals - 63 libraries
- G. Evergreen International 2019

The conference was held in Valley Forge, PA April 24-27. Anna, Jason and two others attended. Anna presented on the cataloging parties. She heard good feedback about the conference overall and about her presentation.
- H. Training Report
  1. New reports training manual underway. Expected to be completed no later than the end of June.
  2. Basic training will be June 24-27.
  3. Full live training series to be offered in August
- I. Fiscal Report
  1. There have not been many changes since the last meeting. There are still funds left from the Annual Meeting. Two of the Evergreen International scholarships were returned. Expenditures include the Zoom subscription and additions to the Consortium Collection.
  2. There have been some issues with the vendor for the library card/barcode purchase. Hopefully, this will be resolved soon and the order can be placed.

## **VI. Subcommittee Reports**

- A. Cataloging --
  1. Met June 6.
  2. Britta Dorsey elected as Chair.
  3. Recent meeting focused on documentation.
- B. Econtent --
  1. June meeting was cancelled.
- C. Patron Services --
  1. Meeting is scheduled for June 18.
- D. Strategic Plan -
  1. Met June 11.
  2. Need two more members. Scott Tracey volunteered to serve on this committee.
  3. Working to have a draft plan for approval in December.

## **VII. Unfinished Business**

- A. There was no unfinished business.

## **VIII. New Business**

- A. New Member Application
  1. Clayton-Liberty Township Public Library has submitted an application for membership. They are requesting a Go-Live date the first week of August.
  2. On a motion from Montie and a second from Vanessa it was approved to accept Clayton-Liberty Township as a member.
- B. Net Lender Rewards Program
  1. As a way to recognize the work of libraries who are net lenders a proposal was submitted that would reward the top 20 net lenders.
  2. As a way to help offset the recent increase in the Courier contract, the following rewards structure was presented:



- a) #1 Top Net Lender will receive \$300
- b) #2-9 Top Net Lenders will receive \$100
- c) #10-20 Top Net Lenders will receive \$50

On a motion from Judi and a second from Karen the Net Lender Rewards Program was approved as presented.

C. 2020 Budget

1. The 2020 Proposed Budget was presented for approval.

On a motion from Montie and a second from Judi the 2020 Proposed Budget was approved.

D. 2019/2020 Officers

1. At a previous meeting Sheryl offered to continue as Secretary. Judi volunteered to serve as Chair-Elect.
2. On a motion by Vanessa and a second by Mandy the 2019/2020 officers will be: Chair, Winnie Logan; Chair-Elect, Judi Terpening; Secretary, Sheryl Sollars

E. Regional Support

1. Due to vacancies, the Regional Committee Support Assignments have been updated as follows:
  - a) Region 1 - Scott Tracey
  - b) Region 2 - Brenda Campbell
  - c) Region 3 - Nancy Disbro
  - d) Region 4 - Krista Ledbetter
  - e) Region 5 - Sheryl Sollars
  - f) Region 6 - Winnie Logan
  - g) Region 7 - Karen Kahl
  - h) Region 8 - Judi Terpening
  - i) Region 9 - Vanessa Martin

F. 2020 Conference Dates

Several dates were discussed as potential dates for the 2020 Evergreen Indiana Conference. It was decided by consensus that March 27, 2020 would be our first choice. Alternate dates are March 20 and April 3. Anna will begin the process of securing a location.

**IX. Announcements**

- A. Meetings will continue to be held at Plainfield. The next meeting: 1pm, August 13, 2019
- B. Anna and the Committee expressed thanks to members who are going off the committee.

**X. Motion to adjourn**

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

*Respectfully submitted,  
Winnie Logan*