

DRAFT

Evergreen Indiana Executive Committee Minutes for October 13, 2020

(Online video conference)

- I. Call Meeting to Order
 - A. Judi Terpening, Chair, called the meeting to order
- II. Roll Call and Welcome
 - A. Committee Members attending Remotely:
 1. Judi Terpening, Jefferson County Public Library, Chair
 2. Julia Aker, Jackson County Public Library, Chair-Elect
 3. Sonya Dintaman, Carnegie Public Library of Steuben County-Angola
 4. Brenda Campbell, Hagerstown Library
 5. Nancy Disbro, Andrews-Dallas Township Public Library
 6. Krista Ledbetter, Morgan County Public Library
 7. Scott Tracey, West Lafayette Public Library
 - B. Non-Voting Members attending Remotely:
 1. Anna Goben, ISL
 2. Stephanie Asberry, ISL
 - C. Guests/Committee Representatives attending Remotely:
 1. Monica Boyer, Jackson County Public Library, Cataloging Committee Chair
 2. Vanessa Martin, Greensburg-Decatur County Public Library, eContent Committee
 3. Courtney Brown, ISL
 4. Doug Conrads, ISL
 5. Lynn Floyd, ISL
 6. Ruth Frasur, ISL
 7. Jen Finnerty, North Chicago Public Library
 8. Anna Mendoza, LaGrange County Public Library
 9. Jennifer Berlin, LaGrange County Public Library
 10. Celia Bandelier, Roanoke Public Library
 11. Matt McClelland, Putnam County Public Library
 12. Janet Wallace, Shelby County Public Library
 13. Susan Jones, Danville-Center Township Public Library
- III. Approval of Agenda - On a motion made by Scott Tracey and a second by Julia Aker, the Agenda was approved.
- IV. Approval of Minutes from August 11, 2020 - On a motion made by Krista Ledbetter and a second by Scott Tracey, the August Minutes were approved.
- V. Indiana State Library Report
 - A. General Updates
 1. Migrations- Sheridan cataloging party 8/25 was a success. Rushville is data testing; hope to go-live late December/early January 2021
 2. Special Project Participation- Fine Free (34)
 3. Welcome to Stephanie Asberry, ISL, replacement for Wendy Knapp
 - B. Fiscal Report
 1. Catching up on member invoicing
 2. Renewed services: NoveList & MARCive
 3. Ordered additional media transit boxes
 - C. Training
 1. Nov. 15th: asynchronous trainings to be ready; prelude to upgrade
 2. Training Tuesdays continue, past sessions available on YouTube. As fundamental skills are mastered, more advanced trainings will be offered.

- D. Development
 - 1. New EI App launched with 1,200 downloads in first week, user reports are positive. Awaiting quote for self-check mod for in-app use.
 - 2. Hold-Type development on hold.
 - 3. ECDI Update- update should address email/print issues, “hopeless holds”, testing a new template for OPAC, “did you mean?” search enhancements.
- VI. Subcommittee Reports
 - A. Cataloging
 - 1. Met in September, working electronically on procedures & training. Changed monographic parts, serials & DVD parts (60% updated).
 - 2. LC subject headings being reviewed & updated (ex: “illegal alien” now “illegal immigrant”) to be more representative in catalog.
 - 3. Meet again in December
 - B. eContent
 - 1. Haven’t met since last EI Executive Committee meeting
 - 2. Turnkey Book Club now available—first selection, “Book Woman of Troublesome Creek.”
 - C. Patron Services
 - 1. Met in September, approved overhaul of Circ. Procedure guide & new set of circ mods.
 - D. Strategic Plan
 - 1. Haven’t met yet, will meet soon.
- VII. Unfinished Business
 - A. Development project, Cover Image Uploader— 4 vendors approached for quotes; ECDI interested in co-sponsoring this project.
- VIII. New Business
 - A. New Circ Mod Recommendation
 - 1. On a motion made by Nancy Disbro and seconded by Julia Aker, the new circ mod for “binge boxes” was approved after the Patron Service Committee surveyed the EI community.
 - B. Cataloging Policy
 - 1. On a motion made by Scott Tracey and seconded by Krista Ledbetter, the policy was updated to reflect training schedules, changed LOC standards, added new section on authority control & deleted holdings language change.
 - C. Evergreen International Appeal
 - 1. On a motion made by Julia Aker and seconded by Scott Tracey, \$5,000 dollars will be donated (from EI funds earmarked to send consortium members to conference) to help with cancelation fees. 2021 In-Person Conference is canceled—there are penalties for cancelation. Project needs community support to cover cancelation fees.
 - D. Evergreen Indiana Upgrade
 - 1. On a motion made by Krista Ledbetter and seconded by Julia Aker, this upgrade will take place over Thanksgiving holiday—may potentially take 4 days to complete; 23 servers to be upgraded.
- IX. Announcements
 - A. Next meeting: 1 pm, December 8, 2020, location/method TBD
On a motion made by Krista Ledbetter and seconded by Scott Tracey, the meeting was adjourned.

Respectfully Submitted,

Jennifer McKinley, Secretary