



## **MINUTES**

Evergreen Indiana Executive Committee Meeting

Tuesday, December 8th 2020, 1:00pm

Online Meeting

### **I. Call Meeting to Order**

- A. Judi Terpening, Chair, called the meeting to order at 1:00pm

### **II. Roll Call and Welcome**

- A. Committee Members attending Remotely:
- Judi Terpening, Jefferson County Public Library, Chair
  - Julia Aker, Jackson County Public Library, Chair-Elect
  - Jennifer McKinley, Morgan County Public Library, Secretary
  - Brenda Campbell, Hagerstown Library
  - Krista Ledbetter, Morgan County Public Library
  - Scott Tracey, West Lafayette Public Library
  - Winnie Logan, New Castle-Henry County Public Library
- B. Non-Voting Members attending Remotely:
- Ruth Frasure, Evergreen Indiana
  - Lynn Floyd, ISL
  - Stephanie Asberry, ISL
- C. Guests/Committee Representatives attending Remotely:
- Monica Boyer, Jackson County Public Library, Cataloging Committee Chair
  - Vanessa Martin, Greensburg-Decatur County Public Library, eContent Committee
  - Britta Dorsey, Thorntown Public Library
  - Cheryl Dobbs, Greenwood Public Library
  - Jennifer Steffey, Noble County Public Library
  - Mary Glaser, Plainfield-Guilford Township Public Library
  - Mary Abplanalp, Jennings County Public Library
  - Ted Fons, Patron Point

### **III. Approval of Agenda**

On a motion made by Krista Ledbetter and a second by Julia Aker, the Agenda was approved.

### **IV. Approval of Minutes from August 11, 2020**

On a motion made by Scott Tracey and a second by Winnie Logan, the October Minutes were approved.

### **V. Indiana State Library Report**

- A. General Report
- Migrations- Rushville, go-live 1/20/21; Sheridan, go-live window 3/15-3/17
  - Special Project Participation- need info from slide
- B. Fiscal Report
- \$100,000 end of year balance, \$50,000 to be encumbered for equipment



- Member invoicing completed through Q2

C. Training

- Basic Cataloging- will cover copy cataloging & new 3.4 interfaces
- Advanced Cataloging- will conclude session 12/10 looking at live training interfaces
- January Fundamental Skills- going to catch-up training & evaluate what comes next in training

D. Development

- Self-check module for in-app use- quote to be submitted after 1/1/21
- eResources page is finished, but not live yet
- Hold Type Editor- development paused during upgrade
- ECDI Update- Special projects still being worked on including: acquisitions, "did you mean?" searching, test notifications, email & print improvements, hopeless holds.

**VI. Subcommittee Reports**

A. Cataloging

1. Met in December, still working on parts
2. Working on updating the training manual for 3.4
3. Formatting series information & discussed format icons for Series-S games

B. eContent

1. New eResources page to go live on catalog 12/11
2. Online Book Club—next selection, "The Water Keeper" will run from 1/7 to 3/4

C. Patron Services- Meets 12/15; nothing to report at time of EI Executive Committee meeting

D. Strategic Plan- Met 11/16, to begin meeting monthly in January

**VII. Unfinished Business**

A. 3.4 Upgrade- successfully implemented with a few issues to be worked through including Chrome caching issue, server issues, delay in autorenewals & notifications.

**VIII. New Business**

A. Migrations- Rushville, go-live 1/20/21; Sheridan, go-live window 3/15-3/17

B. Patron Point- discussion on allowing libraries using this service to be able to access more EI information for customized notifications and recommendations. Ted Fons from Patron Point attended to clarify and offer more information on their company. Action tabled until February meeting.

C. 2021 Membership Fees- On a motion made by Julia Aker and seconded by Scott Tracey, 2021 EI membership fees will remain the same as 2020.

D. Cover Art Uploader Quotes- 2 quotes received, Ruth will email them to the committee for review.



E. EI Annual Conference- On a motion made by Scott Tracey and seconded by Krista Ledbetter, a virtual membership meeting will be scheduled for Spring 2021, with an in-person conference in the fall (if possible)

F. ECDI Committee Member Replacement- With Anna Goben's departure, a new committee member is needed. Britta Dorsey was nominated and unanimously approved. She has a broad knowledge of EI and has been instrumental in software testing.

G. EOY Statistics- Will be run January 1-2, 2021 with reports distributed prior to 1/6

H. EI Coordinator Candidate Search- Resumes are being reviewed with interviews to be scheduled soon to fill the position.

IX. **Announcements**

A. Next meeting: 1 pm, February 9, 2021, location/method TBD

On a motion made by Krista Ledbetter and seconded by Scott Tracey, the meeting was adjourned.

Respectfully Submitted,  
Jennifer McKinley, Secretary