MINUTES

Evergreen Indiana Executive Committee Meeting
Tuesday, December 14, 2021 1:00pm

I.   Call Meeting to Order

   A. Krista Ledbetter, Chair, called the meeting to order at 1:00pm

II.   Roll Call and Welcome

   A. Committee Members attending:
   1. Julia Aker, Jackson County Public Library
   2. Jennifer McKinley, Morgan County Public Library, Secretary
   3. Krista Ledbetter, Morgan County Public Library
   4. Sonya Dintaman, Carnegie Public Library of Steuben County
   5. Cheryl Dobbs, Greenwood Public Library
   6. Janet Wallace, Shelby County Public Library
   7. Nicholas Stephan, Garrett Public Library
   8. Scott Tracey, West Lafayette Public Library

   B. Non-Voting Members attending:
   1. Keith Kaffenberger, ISL
   2. Ruth Frasur, ISL
   3. Lynn Floyd, ISL

   C. Other attendees:
   1. Monica Riley, Cataloging Committee
   2. Mary Glaser, eContent Committee
   3. Julie Bigler, Patron Services Committee

III. Approval of Agenda

On a motion made by Nicholas Stephan and a second by Janet Wallace, the Agenda was approved.

IV. Approval of Minutes from August 10, 2021

On a motion made Julia Aker and a second by Cheryl Dobbs, the amended Minutes were approved.

V.   Indiana State Library Report

   A. Special Project Participation
   1. Transiting Media—83 libraries
   2. Fine Free—49 (fully fine free); 1 (juvenile accounts only); 5 (bookmobile)
   3. Autorenewals—81 libraries

   B. Upgrade News
   1. Upgrade happened over the 25th & 26th

2. 12 notable issues have been logged, almost all have been resolved. Numerous smaller patches and bugfixes already applied.
3. Several noteworthy features added: cover art uploader, hold groups, angularized staff catalog now default, carousels.

4. Next upgrade: 3.8.x, targeting a Labor Day weekend release (Sept. 4th - 5th)

C. Administrative Update
   1. 2022 EI Membership invoices to be e-mailed out by end of week, mailed copies to follow shortly
   2. Membership fees will finally be payable by ACH
   3. Currently working with LDO on annual statistics, including ways we might be able to report on collection depreciation for SBOA reports

D. Training
   1. Basic & Advanced Cataloging to learn.evergreen.lib.in.us by Jan 2022
   2. EI Annual Conference Sessions to be presented throughout the coming year as webinars
   3. Cover Art Uploader and Carousels- websites coming for each library with recently cataloged items featured; 129 files have been uploaded to date
   4. Porter County migration training schedule, may need volunteers to help go-live 3/22
   5. MCLS Cataloging Training Scholarships, to be promoted widely this year
   6. Establishing procedures for certified catalogers (Cat1) to take a limited number of consortium-paid MCLS cataloging courses per year
   7. Local Admin Certification- annual refresher will be required
   8. Evergreen Indiana Training YouTube channel and Training channel are ready to be utilized. Many have viewed "New Features" training via YouTube.

E. Development
   1. Change Holds Type & Cover Art Uploader in process (Emerald)
   2. ECDI Update:
      i. Angular Acquisitions - Sprint 4 - Purchase Orders and Line Items - testing
      ii. Did You Mean - Stage 3 - Multi-word, Single-class – paused until we find another large system that has made it work
      iii. Column Width – draggability added
      iv. Split Hours Editor in "Org Unit Editor"
      v. New Chair and Chair Elect for ECDI
      vi. Working on by-laws and MOU
      vii. Expanded Testing Dataset Project, adding more info to practice database for "real-life" testing
      viii. Overdrive/eMaterials OPAC integration
      ix. Patron Engagement Service API Administration: secure Interface for patron engagement services, like Patron Point for example.
F. Fiscal
   1. Fiscal Overview shared, discussion on how budget/ encumbrances work

    2. ACH payments now accepted for annual membership dues and passthru projects

VI. **Subcommittee Reports**
  A. Cataloging Committee
    1. Met on Thursday, December 2nd at 9 a.m. CT/10 a.m. ET at Hussey Mayfield Memorial Library - Zionsville and via Zoom
    2. 30 Cat1 catalogers using Cover Art Uploader; training manual to be updated
    3. Transiting Media Parts Project- still being worked on, committee members will meet in January to finish 75,000 records.
    4. MARC templates are being review and updated for original cataloging, hoping to be done before Porter County goes live
    5. Local Thesaurus: new terms to be included

  B. E Content Committee
    1. Met on December 14th at 10:00 AM; joining new consortium, Indiana Digital Library
    2. Hoopla Binge Pass, new service where patrons get week-long access to certain items

  C. Patron Services
    1. Met on Sept. 21st at 10:00 AM
    2. Evergreen Self-Checkout website is on our radar
    3. Patron Bootstrap OPAC (Boopac) rework is in progress, targeted March for testing

  D. Strategic Plan
    1. Met on December 13th at 1:00 PM
    2. Strategic planning survey has 45 responses; targeted cutoff date is January 15th

VII. **Unfinished Business**

  A. Statewide OverDrive Consortium
    1. Several informational meetings have been held so far to discuss the new consortium
    2. Go-live date for the new Indiana Digital Library consortium in February 1st. The eIDC as we know it will cease to exist.
    3. Volunteers for the Content Management Team (CMT) can contact Stephanie Murphy - smurphy@ncpl.lib.in.us

VIII. **Announcements**
  A. Next meeting: 1 pm, February 8, 2021 location/method TBD

  On a motion made by Nicholas Stephan and seconded by Jennifer McKinley, the meeting was adjourned.

Respectfully Submitted,
Jennifer McKinley, Secretary