

Minutes

April 18, 2023, 9 a.m. CT/10 a.m. ET

Online Meeting

Voting Members Present:

- Julie Bigler, Hussey-Mayfield Memorial Public Library
- Andrea Busick, Adams Public Library System
- Cassie Jones, Morgan County Public Library
- Jess McAlister, Jefferson County Public Library
- Ashley Meyer, West Lafayette Public Library
- Robert Neuenschwander, Warren Public Library
- Nick Philip, Plainfield-Guilford Township Public Library

Non-voting Members Present:

- Britta Dorsey, Indiana State Library
- Ruth Frasur, Indiana State Library
- Courtney Brown, Indiana State Library

Guests Present:

- Anita Brown, Kendallville Public Library
- Lynette Barrett, Kendallville Public Library
- Trista Rue, Melton Public Library

- I. Call Meeting to Order
 - A. By Julie Bigler @ 10:00 AM ET / 9:00 CT
- II. Approval of Agenda
 - A. Nick Philip motioned; Andrea Busick seconded
 - B. All in favor
- III. Approval of the Minutes from February 21, 2023
 - A. Jess McAlister motioned; Cassie Jones seconded
 - B. All in favor
- IV. Indiana State Library Report
 - A. EI promotional campaign
 1. Ruth Frasur reported that she will follow up with Iconic Digital. There is a want for graphic elements libraries can use for their own publicity.
 - B. Evergreen Indiana Annual Conference - Friday, August 18 @ Garrison Conference Center/Fort Harrison State Park
 1. Ruth Frasur informed that the call out for session proposals will go out today (April 18th) and registration opens on May 1st.
 - C. LibraryIQ
 1. Ruth Frasur said that this platform has had a successful roll out but will always have configurations to consider. Training sessions saw 200 participants and recordings may be available.
 - D. Discovery Layer Presentations w/eContent Committee
 1. Ruth Frasur updated the committee about presentations from Equinox (Aspen) and EBSCO. EBSCO presentation was lacking; committee agreed that it was not worthwhile to continue with EBSCO.
 - E. Annual Committee Elections

1. Ruth Frasur informed that the elections wrap up at the end of May and she will soon do callouts to those who haven't returned their ballots.
- F. Development Updates
 1. Ruth Frasur mentioned that the "update copy barcode" permission has been signed off and will be in the next EI version.
 2. Parts bug fixes will disable title-level holds on records that have parts assigned.
- G. Custom Cards
 1. Ruth Frasur thanked the Patron Services and Executive Committees for their work in developing a procedure for EI libraries to use custom cards.
- V. Subcommittee Reports
 - A. Training
 1. Britta Dorsey reported training session attendance of 40 for the Searching the Catalog webinar and 40 for The OPAC.
 2. In May, all fundamental courses will be offered, two sessions per scheduled day.
 3. 3.9 videos have been uploaded to Youtube.
 4. Cataloging Manual was released in February and is available on the EI website.
 5. The OPAC section of the Circulation Manual has been updated.
 6. Next step is updating the Local Administration manual.
- VI. Unfinished Business
 - A. None.
- VII. New Business
 - A. Circulation Policy - Holds and Intra-system Transiting
 1. Tabled until the committee has language.
 - B. Notifications
 1. Ruth Frasur reported that work has been done with Equinox to granularize several notification types at the system level, which allows libraries to use 3rd party vendors. This only affects phone and SMS messages.
- VIII. Public Comment
 - A. None.
- IX. Announcements
 - A. Next meeting: 9 a.m. CT/10 a.m. ET, June 20, 2023, via Zoom
- X. Adjournment
 - A. Jess McAlister motioned.
 - B. Trista Rue seconded.
 - C. Unanimously approved.
 - D. Meeting is adjourned at 10:30am.

Respectfully submitted,
Ashley Meyer