

EXECUTIVE COMMITTEE MEETING

MINUTES

October 10, 2023 @ 1:00pm ET/12:00 pm CT
Sheridan Public Library and Online

- I Call Meeting to Order
 - A. Lori Durbin, Chair, called the meeting to order at 1pm.

- II Roll Call and Welcome
 - A. Committee Members attending:
 - 1. Lori Durbin (Chair), Greensburg-Decatur County Contractual PL
 - 2. Cheryl Dobbs, Greenwood Public Library (remotely)
 - 3. Brandy Graves (Chair-elect), Shelby County Public Library
 - 4. Krista Ledbetter, Morgan County Public Library (remotely)
 - 5. Jayanne Rumples, Montezuma Public Library
 - 6. Janet Wallace, Shelby County Public Library
 - 7. Stephanie Collis, Royal Center-Boone Township PL (remotely)

 - B. Non-Voting Members attending:
 - 1. Ruth Davis, ISL
 - 2. Britta Dorsey, ISL (remotely)
 - 3. Jacob Speer, ISL (remotely)
 - 4. Stephanie Asbury, ISL (remotely)

 - C. Other Attendees:
 - 1. Julie Bigler, HMMPL, Patron Services Committee (remotely)
 - 2. Anita Brown, Kendallville PL, Cataloging Committee (remotely)
 - 3. Nick Phillip, Plainfield-Guildford Township PL (remotely)
 - 4. Inge Kokidko, Porter County Public Library (remotely)
 - 5. Sandra Osborn, Cataloging Committee (remotely)

- III Approval of Agenda
 - Motion: Janet Wallace
 - Second: Jayanne Rumples
 - Approval: Yes

- IV Approval of Minutes (from August 8, and Special Meetings Aug 31 & Sept 8)
 - Motion: Krista Ledbetter
 - Second: Brandy Graves
 - Approval: Yes

- V Indiana State Library Report

- A. Fall Upgrade – November 17-19, expecting a normal upgrade
- B. Pierceton Public Library Go-Live
 - cataloging now complete, will be EI 129th member library
 - 1. Half Day Inservice, November 20
 - 2. Public Launch, November 21
- C. Recruitment Update
 - 1. Nappanee Public Library – ILS selection process
 - 2. Jasonville Public Library – Board Approval pending
 - 3. Morrisson-Reeves Library – recommend board approval 10-11-23,
 - Class A, will be the 130th member library when approved
- D. Discovery 2 Delivery Conference on October 13
- E. Evergreen Hackaway, October 23-25, biannual event at Fort Harrison
- F. Excel High School – Gale, Excel Academy High School through Gale,
 - with scholarships at \$790 to \$1,050, may become part of EI eContent, & information webinar offered potentially in December 2023
- G. Statistics – 2 new Fine-Free libraries – Fayette PL & Parke PL

Jacob Speer, State Librarian, gave status update on NOW courier, progress continues with potential for near future Saturday delivery/pickups.

VI Fiscal Report

- A. 2023 Balance Sheet – the databases increased a little this year
 - Ruth stated that the databases are still a good value, budget is in good shape.
 - consortium staff are utilizing the MCLS Cataloging & RDA courses

VII Training Report – Britta Dorsey reported 7 new CAT 1's certifications, Pierceton PL staff have completed trainings, 14 completed Moodle courses, Britta is preparing for the 3.11 Upgrade which she stated will have minimal changes.

VIII Development Report

- Ruth reported that Porter County PL w/ Equinox developed 3 new acquisitions reports
 - change holds type
 - Bugfix Project expected completion by December
 - help desk tickets received on issues w/Evergreen app, Ruth reports that the issues have been resolved for Android & soon for the IOS app.
 - ECDI Update: Buckets Overhaul Project,
 - expect new features to share & manage
 - Multi-factor Authentication Project – currently working w/ several partners, may be able to approve the specifications at next meeting in December.
 - API Project, expect approval for final phase soon.
 - Angular Aquisitions

-Did you Mean? – Ruth discussed the 2021 survey responses, many wanted a suggestions feature

-Project Prioritization Vote complete – text notifications highest ranked

IX Subcommittee Reports

A. Cataloging – committee Oct 5th, Ruth discussed potential new catalog permissions level group that does not include full cataloging capability – to be covered in the Refresher Cataloging course

-cataloging Policy & Procedures will need adjusted to reflect changes

B. eContent – committee meets next February

C. Patron Services – committee met Aug 15th, report by Nick Phillip

D. Strategic Plan – committee met Sept 5th, report by Ruth

X Unfinished Business

A. Committee Point Persons

-Ruth reported Janet Wallace is retiring at the end of 2023, will need to fill vacant seat on Executive Committee.

XI New Business

A. Library Card Design Proposal (LOWLL)

1. Green and Blue

Motion to approve new library card design made by Brandy Graves, second by Jayanne Rumble, motion passed.

B. Strategic Plan Proposal

1. Outline from Strategic Plan Work Session

2. Scope of work to Carson Block

-Ruth offers to create a narrative to be submitted to Carson Block, Brandy Graves made a motion to have Ruth Davis write a narrative, second by Krista Ledbetter, motion passed. Ruth will have the executive committee review the narrative before sending it to Carson Block.

XII Announcements

– Ruth Davis will be leaving her position as the Evergreen Indiana Coordinator next May 24, 2024. The Evergreen Indiana positions will be better defined with the responsibilities aligned to their positions.

-November 13th Special meeting scheduled at 2:30pm to vote on accepting Morrisson Reeves Library as a new member library.

A. Next Meeting: 1pm EST / 12pm CST on Dec 12, Hamilton North PL - Cicero

-Krista Ledbetter made a request to add to the December meeting agenda a discussion on courier/InfoExpress service - what can the Evergreen Indiana consortium do to improve the current status and prevent future experiences as 2023.

Motion to adjourn was made by Brandy Graves, second made by Jayanne Ruple, meeting adjourned 2:15pm.