

DECEMBER MINUTES

Evergreen Indiana Executive Committee Meeting
December 12th, 2023, 1:00pm ET/12:00 p.m. CT

I. Call Meeting to Order

- A. Durbin, Chair, called the meeting to order at 1:03pm

II. Roll Call and Welcome

- A. Committee Members attending:
 - 1. Stephanie Collis, Royal Center - Boone Township Public Library - Remotely
 - 2. Cheryl Dobbs, Greenwood Public Library
 - 3. Lori Durbin (Chair), Greensburg - Decatur County Contractual Public Library - Remotely
 - 4. Brandy Graves (Chair-elect), Shelby County Public Library
 - 5. Krista Ledbetter, Morgan County Public Library
 - 6. Winnie Logan, New Castle - Henry County Public Library
 - 7. Jayanne Rumble, Montezuma Public Library
 - 8. Nicholas Stephan (secretary), Garrett Public Library - Remotely
 - 9. Janet Wallace, Shelby County Public Library (chair)
- B. Non-Voting Members attending:
 - 1. Ruth Frasure, ISL
 - 2. Stephanie Asbusy, ISL
 - 3. Jake Speer, ISL
- C. Other Attendees:
 - 1. Monica Riley (Cataloging Committee Chair) - Jackson County Public Library
 - 2. Nick Philip (Patrons Services Committee Chair) - Porter County Public Library
 - 3. Julie (Patron Services Committee)
 - 4. Inge Kokidko - Porter County Public Library
 - 5. Jenni Freidham - Morgan County Public Library
 - 6. Kristain - Hussey-Mayfield Memorial Public Library
 - 7. Rebecca Lathrem - Jefferson County Public Library
 - 8. Alyssa - Morgan County Public Library
 - 9. Antia Brown - Kendallville Public Library
 - 10. Vanessa Martin - Greensburg Decatur County Public Library
 - 11. Matthew - Porter County Public Library

III. Approval of Agenda

Graves moved to approve the agenda, with a second by Ledbetter the motion passed unanimously.

IV. Approval of Minutes from October 10 regular meeting and November 13 special meeting

Wallace moved to approve both sets of minutes. With a second from Ledbetter, the motion was passed unanimously.

V. Indiana State Library Report

- A. Pierceton Public Library launched Nov 21st. The migration appears to be going smoothly. During this process, Pierceton was also able to join InfoExpress.
- B. Morrison Reeves Library application to Join EI was approved on Nov 13th. Morrison Reeves is excited about their onboarding.
- C. Evergreen Indiana will be upgraded to 3.11.1+ on Jan 27th and 28th. Frasier anticipates the upgrade will go well, with little to no downtime.
- D. A discussion was had about InfoExpress.
 - 1. InfoExpress is getting better.
 - 2. A number of libraries have been able to pick some items up at the Indy warehouse. This is being handled by ISL, EI has few details about that process. Some details were shared about some of the library experiences who have participated. The impression for some library's who spoke are not optimistic about the progress.
 - 3. Some questions about the procedure on reporting loss of items to SBOA and how to report this information on the annual financial report.
 - 4. Speer made some comments about InfoExpress
 - 1. ISL is looking at alternative solutions to the logistics challenge.
 - 2. About 70 gaylords are still waiting to be sorted and sent.
 - 3. ISL expects the backlog will be gone sometime in Jan.
 - 4. Now Courier may not be interested in long term contracts in the future.
 - 5. Now Courier remains the primary vendor in Indiana to complete this work.
 - 6. Now Courier is concerned about their ability to staff the work that is needed.
 - 7. ISL has given more money than initially planned to this project and given more staff time to this project than planned.
 - 8. Speer said he would talk with SBOA about the concerns of large amounts of missing items and how to handle the requirements.
- E. AspenDiscovery is in process. No major updates.

VI. Fiscal Report

- A. EI has a sufficiently large balance. No large expenditures are expected between now and the end of the year. Next year's budget will look more like the budgets of its member libraries in terms of structure.
- B. Purchasing supplies for transit materials was discussed. Wallace moved EI spend up to \$10,000 on transit materials. With a 2nd by Graves, the motion passed unanimously.

VII. Training Report

- A. Some statistics were shared about the training program. The advanced Cataloging Course has been launched.

VIII. Development Report

- A. Work is proceeding on several Bugs.

IX. ECDI Update

- A. Several projects are ongoing for ECDI: Buckets, MFA, API, Angular Acquisitions, and Did You Mean?

X. Subcommittee Reports

- A. Cataloging Committee - Met on Dec 7th. The committee reviewed various procedures. Some updates are anticipated in the near future.
- B. E Content Committee - Next Meeting, Feb 13th. Several various products and services are planned to be discussed.
- C. Patron Services - Met Oct 17th. Committee is discussing some procedures. They are also reviewing the Circulation Policy.
- D. Strategic Plan - No updates at this time. The issues around InfoExpress have a yet undefined influence on the outcome of the strategic plan.

XI. Unfinished Business

- A. The new committee point person list was presented. Questions or concerns can be directed to Frasur.

XII. New Business

- A. Appointment to fill vacant Class A seat. Trista Smith will be approached to fill the vacant seat. Ledbetter moved and Dobbs seconded. The motion passed unanimously.
- B. The 2024 Annual Meeting Date was discussed. Wallace moved to have the meeting on March 11th, 2pm Eastern Time. With a second by Logan, the motion passed unanimously.
- C. A discussion was had about EC EI meeting locations and posting the meeting schedule more easily accessible.
- D. Expected membership application from Jasonville Public Library in near the future.

XIII. Announcements

- A. Next meeting: 1 pm, Feb 13th, 2024; Greenwood Public Library

On a motion made by Wallace and a second by Ledbetter, the meeting was adjourned at 2:36pm.