



SHARE Executive Council Report  
June 9, 2014

1. **Call meeting to order and roll call:** The Council met by v-tel at multiple locations at 10am. A quorum was present.
2. **Approval of the minutes:** Minutes from the April 4, 2014 meeting were approved.
3. **Illinois Heartland Library System:** Ellen Popit
  - a. Gave update on the Dream Grant implementation.
  - b. Plan of Service for IHLS has been submitted.
  - c. Recent IHLS newsletter listed the participants of Small Public Library Managements Institute (SPLMI)
  - d. IHLS annual meeting will be June 16, 2014 at 5:00 p.m. at the DuQuoin office.
  - e. ILLINET loan code has been approved in committee and will be voted on shortly, so libraries will need to review policies to make sure they are in compliance.
  - f. An update to the Administrative Rules in process.
  - g. Board elections are completed and there was one seat not filled and the IHLS Board President will name a person to fill that seat.
  - h. IHLS received additional per capita grant money and it is been used for the eBook grant.
  - i. IHLS system locations will be closed on June 20, 2014 for a staff retreat for all IHLS staff.
4. **SHARE Staff update:**
  - a. Administrative services: Traci Edwards
    - i. Summer projects:
      1. Working on limiting the display of Collection code and shelf locations to only those used by the individual library.
      2. Specialized reports being developed—especially for schools.
    - ii. IPLAR reports are being worked on.
    - iii. Delivery will be changing routes and new routing tables will be done in Polaris when the delivery routes have been finalized.
  - b. Bibliographic services: Joan Bauer
    - i. Database clean up continues—focus on bibliographic records that are missing or have multiple OCLC numbers.
    - ii. Bibliographic matching and Barcoding classes are being offered at least once a month.

- c. Staff services: Chris Dawdy
  - i. IHLS is waiting to fill Circulation Specialist opening for now so that it can be determined where new person may be needed.
  - ii. 3M consortia now has 135 members

**5. SHARE Committee updates:**

- a. *SHARE Bibliographic & Cataloging Standards Committee*: Bobbi Perryman reported that the committee currently has Training Standards policy posted for comment. They are continuing to work on general updates to the Bibliographic Standards.
- b. *SHARE Circulation & Resource Sharing Committee*: Esther Curry reported that the committee had not met, but were planning a meeting the by phone conference at the end of the month.
- c. *SHARE Policies & Finance/Fees Committee*: Dian Yeoman reported that the committee had not met. However, the election for open seats on the SHARE Executive Council was successful. Following are the SHARE Executive Council members elected for 2 year terms:
  - i. A Large Public Library Representative: Robert Edwards
  - ii. School Representative: Anieta Trame
  - iii. Special Library Representative: Sarah Isaacs
  - iv. Circulation and Resource Sharing Committee Chair: Esther Curry
  - v. Policies and Finance/Fees Committee Chair: Diane Yeoman

**6. Old Business:**

- a. Dream Grant update:
  - i. There are currently 43 transitional members.
  - ii. Chris and Ellen Popit are still meeting with non-SHARE libraries to talk about joining SHARE.
  - iii. “Barcoding Buddies” are being set up—a cataloging/barcoding library will assist a Transitional member library to add their collection to the SHARE bibliographic database.

**7. New Business:**

- a. SHARE Excutive Council election update (see SHARE Policies & Finance/Fees Committee report)

- 8. Next Meeting:** Will be scheduled after contacting new council members for date that works best.

Respectfully submitted,

*Esther Curry*

Esther Curry, President