

MINUTES

EVERGREEN INDIANA EXECUTIVE COMMITTEE MEETING
TUESDAY, 14 OCTOBER, 2014, 1.00 P.M.
ROOM 401

The 14 October 2014 Executive Committee Meeting, held at the Indiana State Library, was called to order by Chair Sheryl Sollars at 1.03 p.m.

Members Present:

- Ruth Frasur, Hagerstown-Jefferson Twp Public Library
- Kerry Green, Hussey-Mayfield Memorial Public Library
- Mary Hartman, Peabody Public Library
- Shawn Heaton, Alexandria-Monroe Public Library
- Krista Ledbetter, Morgan County Public Library
- Kyle, Qurazzo, Shelby County Public Library
- Sheryl Sollars, Westfield Washington Public Library
- Janet Wallace, Shelby County Public Library

Members Absent:

- Christine Sterle, Thorntown Public Library

Non-Voting Members Present:

- Anna Goban, Indiana State Library
- Wendy Knapp, Indiana State Library
- Sarah Childs, Hussey-Mayfield Memorial Public Library

Guests Present:

- Andrea Ingmire, Greensburg-Decatur County Public Library
 - Vanessa Martin, Greensburg-Decatur County Public Library
 - Brandy Graves, Shelby County Public Library
 - Mindy Tuceryan, Danville Public Library
- I. Indiana State Library Report - Anna Goban
 - a. Upgrade: The upgrade is on schedule.
 - i. Quentin Edwards of the Danville Center-Township Public Library is creating better icons for MVF feature.
 - ii. A new feature will delete unused shelving locations.
 - iii. The training schedule is set for Dec. 12, 15, and 17, 2014.
 - b. Migrations
 - i. North Madison County Public Library System is going live on 21 October 2014. They are also transitioning from one OverDrive group to the EI OverDrive consortium. A modified catalogue freeze will be in effect beginning 17 October.

- ii. Royal Center's go-live date has been set for 2 December 2014. There will be no catalogue freeze with this migration.
 - c. Payment Project Stats: EI will pass the target of \$50,000 this year between libraries.
 - d. Ethics and Policy Audit: So far over 30 libraries have submitted their documents. Anna has talked about the audit at each of the roundtables.
 - e. Implementations:
 - i. Transitional Patrons feature is up and running. One library has already approved use of it. As of yet there is no feedback since it was not implemented until after the period of their working migrant population.
 - ii. Circ Modifier Updates: These are all in and running.
 - iii. Holds Soft Stall: Anna has heard nothing about this feature and assumes that it is working well.
 - f. Outstanding Projects:
 - i. Asynchronous Trainings: The basic cataloguing class should be available for use tomorrow (15 October).
 - ii. KPAC: Still working on the graphics.
 - iii. Acquisitions: Anna has heard from the pilots and both are ready to go.
 - iv. Sets Management: This is also ready to go.
 - v. Circ Anonymization: Jason is working on this, but we're going to have to roll it out over several months because of the huge amount of data.
- II. Committee Reports:
- a. Cataloguing (Sarah Childs): There is an issue with the 508 field in the MARC display which the committee decided to stop displaying because it was confusing. This has not been implemented because Sarah needs to talk to Jason first. Also discussed was having age protection automatically removed after the 6-month period because it continues to display in the staff client and some have found it confusing. Ideally age protection would take effect when the item begins circulating. Jason is working on this. The fall roundtable on 6 November is about cleaning up the OPAC.
 - b. eContent Committee (Shawn Heaton):
 - i. Flipster (Popular magazines): A 30-60 day trial is available with access to all magazines. It is accessed by the patron's library card and can be searched by category and title. The pricing is broken down into tiers.
 - ii. Pronunciator: 15 EI members have subscribed; still open to new members with the prorated costs.
 - iii. Anna has still not heard from Ancestry.com.
 - iv. Boopsie: This is working very well at Plainfield. The annual fee is \$3,500, but is \$3,150 with the EI discount. There is also a \$1,346 setup fee.
 - c. Patron Services (Anna Goben):
 - i. Fall roundtable on 30 October 2014 will be on defining damaged materials. Brandy Graves will be cohosting the webinar. Anna is collecting horror stories from around the consortium.
 - ii. Need replacement appointed: Walter Warren of Vermillion County has retired, so we need a replacement for his position on the Committee.
 - iii. Approved reintroduction of unfillable holds with revised / clearer patron message, e.g. for age restrictions
 - iv. Recommendation for policy review: Acceptable ID for an EI patron who does not have his library card: Some EI libraries will allow a patron to show his driver's license if he does not have his library card with him. Some Committee members expressed concern about library staff getting the

wrong patron when looking up the account. No action was taken on changing the wording of the policy.

III. New Business

- a. Patron Services Replacement: There are three interested candidates: Virginia Jensen (Mooresville Public Library), Dana Thomas (Culver-Union Township Public Library), and Mindy Tuceryan (Danville Center-Township Public Library). Krista Ledbetter made a motion to appoint Dana Thomas to the Patron Services Committee to serve out the remaining three meetings from Walter Warren's term. Ruth Frasur seconded; motion carried.
- b. Circulation Policy Update: This is the fines and fees update that was approved at the last meeting. Anna needs the Committee's approval so that it can be added to the official policy. Ruth Frasur made a motion to approve, seconded by Janet Wallace. Motion carried.
- c. Bookmobiles: The Patron Services Committee voted to automate the process of waiving circ fines on materials checked out from bookmobiles. Fines will not be waived for materials that were checked out from the library and then returned to the bookmobile. Sheryl Sollars made a motion to approve the waiving of circ fines on bookmobiles, seconded by Shawn Heaton. Motion carried.
- d. Mission Statement Review: Anna contacted everybody asking if there was interest in having another look at this statement. This was a great mission statement back at the beginning, but Evergreen is so much more now, and our mission statement should reflect this. Anna would like to see "resource sharing community" added. Any changes to the statement will require a change to the by-laws and will have to go out to the community for a vote. Krista Ledbetter and Kerry Green have agreed to act as the steering committee and come up with a possible 3 choices from which the consortium can decide.
- e. Regional Roundtables: Outcomes so far:
 - i. 54 participating libraries / 115 staff members attending
 - ii. Final meeting is next week at Loogootee
 - iii. Strong committee representation
 - iv. Lots of positive feedback
- f. Registered Sex Offenders: Anna has submitted a query into legal to see if we should capture this information in our patron notes, and if this is something we even *can* do. The general consensus is that we can't really give a recommendation until we know the legalities.
- g. Outcomes from the Regional Roundtables:
 - i. Customized library cards: We had a request for customized library cards that have a standardized design with a customizable element. The EC would need to set some guidelines on what can't and can be customized, as well as quality standards. We would need a new card/barcode vendor contract.

IV. Announcements

- a. Next meeting: Tuesday, 9 December, 2014, at 1.00 p.m.

Respectfully submitted,
Shawn Heaton