

**Minutes**  
**Evergreen Indiana Executive Committee Meeting**  
**February 22, 2011**

The February 22, 2011, meeting of the Evergreen Indiana Executive Committee, held at the Hussey-Mayfield Memorial Public Library, Zionsville, was called to order by Chair Kristi Harms at 10:15 a.m.

Prior to the start of the meeting Jim Corridan and Wendy Knapp provided the Indiana State Library report on the collecting of fines and fees for other libraries, the migration to version 2.0, the de-duplication project, authority files, and the LSTA grant availability for the 2011 conference.

Present at the meeting were the following voting members:

- Kelly Ehinger (Adams Public Library – via speakerphone)
- Kristi Harms (Madison-Jefferson Public Library)
- Mary Hougland (Jennings County Public Library)
- Karen Niemeyer (Thorntown Public Library)
- Mary Reed (Jackson County Public Library)
- Mary Rueff (Hussey-Mayfield Memorial Public Library)
- Nick Schenkel (West Lafayette Public Library)

Non-voting members present:

- Jim Corridan (Indiana State Library)
- Wendy Knapp (Indiana State Library)

Guests present:

- Jason Boyer (Jackson County Public Library)
- Rick Deuschle (Hussey-Mayfield Memorial Public Library)
- Jason Fields (Indiana State Library)
- Megan Maurer (Indiana State Library)
- Sherri May (Brownstown Public Library)
- Steve Olson (Hussey-Mayfield Memorial Public Library)
- Mike Peters (Indiana State Library)
- Jacob Speer (Hussey-Mayfield Memorial Public Library)

Members not present:

- Mary Hall (Bedford Public Library)
- Marsha Lynn (Odon Winkelpleck Public Library)

Ms. Hougland moved and Ms. Rueff seconded that Karen Niemeyer serve as secretary pro tem for the meeting; motion carried.

On a motion by Mr. Schenkel and a second by Ms. Reed, the meeting agenda was approved with the following additions under old business-- the EI focus group survey report, under new business-- nominating committee report and a correction under committee reports-- 2011, not 2010, conference planning committee.

Mr. Rueff moved and Ms. Hall seconded that the minutes of the December 14, 2010, meeting be approved; motion carried.

#### Committee Reports:

- Cataloging Committee (report by Ms. Knapp): The committee has not met since the December EC meeting, but is working on scheduling of advanced cataloging training, policy for strict adherence to release dates of materials, cataloging of MP-3 players, and the possibility of acquiring Bookwhere as an alternative to use of OCLC. At this time the estimate for 20-22 libraries is \$40,000 purchase price plus a \$13,000 annual maintenance fee. The committee will next meet on March 14.
- Circulation Committee (report by Ms. Knapp): A draft of the Evergreen Indiana Circulation Committee Bylaws, which were primarily adapted from Evergreen Indiana Executive Committee Bylaws, was distributed for feedback, which should be provided to the Indiana State Library staff.
- IT Committee: Mr. Peters reported that he is tinkering with "Easy Proxy"; it allows logging in with a barcode directly to an e-book. Mr. Deuschle introduced Steve Olson, who will replace him at Hussey-Mayfield. Mr. Deuschle's last day will be March 25; he will be joining his dad in their nuclear industry health and safety business. He noted that Niles Ingalls, also at Hussey-Mayfield, had an illness but would resume work February 23.
- Overdrive Committee: Ms. Hougland reported that 31 libraries will be live by May 28. After discussion, Ms. Hall moved and Ms. Reed seconded that the committee recommendations be approved; motion carried. The recommendations include allowing 3 active holds, allowing three items to be checked out for 7 to 14 days, and allowing 3 days for pickup of item. In addition, reciprocal borrowers will not be allowed to use Overdrive, and if the customer has fines and fees that exceed \$10.00, he will be unable to use Overdrive. It is anticipated that a collection development policy will be developed after about a year of experience with Overdrive. It was announced that Lebanon and Hussey-Mayfield Memorial Public libraries are applying for an LSTA grant to match the purchase of more Overdrive titles. Mr. Corridan recommended increasing the Overdrive Committee from 7 to 9 persons. Mr. Schenkel made such motion; Ms. Reed seconded; motion carried.
- 2011 Conference Planning Committee: Indiana State Library staff reported that the conference will be May 6, 2011, and that one tentative site is the Shelbyville Indiana Live Casino at a cost of \$25.26 (including lunch and \$5.00 free slot machine play) per person. The Executive Committee by consensus agreed that the ISL staff should keep looking for a location, should keep the price to no more than \$30, and should obtain site for 150 people. Last year 125 attended.
- 2012 Conference Planning Committee for International Evergreen conference: That committee has met. Mr. Speer will chair the sponsorship committee. The conference will be at the Hyatt, Indianapolis. We hope to offer a full-conference and a one-day fee.

#### Old Business:

- Three letters were presented. In one Kristi Harms was congratulated on facilitating the consistency in the circulation guidelines/matrix. Two directors took issue with the 3-week loan period. This change will go into effect April 1.

- Mr. Deuschle reported that in version 2.0 the capability may eventually be turned on that will allow customers to see where they are on the holds list. To be determined is who may cut into the holds queue.
- Mr. Schenkel noted that the EI Executive Committee would like to see the results of a wide-ranging survey before making the decision to turn on the above capability.
- The Focus Group Survey Report on EI should be available soon.

New Business:

- Mr. Schenkel moved approval of new EI members: Greentown Public Library, Newton County Public Library, and Tell City-Perry Township Public Library; Ms. Niemeyer seconded; motion carried.
- State Library report: Ms. Knapp reported that the next migration will be April 12. Cambridge City Public Library, Dunkirk Public Library, Hartford City Public Library, and Kewanna Union Township Public Library will migrate on that date.

Other Business:

- Nominating Committee: Ms. Hall has resigned as an EC committee member and her service was gratefully acknowledged. Ms. Houghand moved and Mr. Schenkel seconded that Krista Ledbetter of Morgan County Public Library be invited to fill in for Ms. Hall to represent Class A libraries; motion carried. A chair and vice-chair will be needed. New members will take office after the May 6 annual meeting.
- Mr. Corridan reported that by Mid-March he will receive responses from vendors on delivery service that could much impact library delivery services. The ISL budget will not increase for the service and he anticipates that any increases will be passed on to libraries. Some states charge ILL courier fees six times higher than Indiana's. Loans have increased from 5 million in 2009, to 8 million in 2010, and he is anticipating 10 million in 2011. This good news means that Evergreen Indiana is promoting the sharing of resources as intended and that regional delivery service may need to be considered.
- The quality of the voice and message notifying customers of available holds, management of the "lost" identifier in a customer's record, and fine/fee acceptance in behalf of other libraries was discussed and such discussion will continue as appropriate.

Since April 12 will be a migration date, the next meeting of the Executive Committee will not be on April 12 but will be at 10:00 a.m., Thursday, April 7, at Hussey-Mayfield Memorial Public Library.

There being no further business, Ms. Houghland moved and Ms. Reed seconded that the meeting be adjourned; motion carried. The meeting adjourned at 11:58 a.m.

Respectfully submitted,

Karen K. Niemeyer  
Secretary Pro Tem