



EXECUTIVE COMMITTEE MEETING

Minutes

Executive Committee

August 13,, 2019

Plainfield-Guilford Township Public Library, 1:00 PM

I. Call Meeting to Order

- A. Winnie Logan, Chair, called the meeting to order at 1:01 pm

II. Roll Call and Welcome

A. Present

1. Winnie Logan, New Castle-Henry County, Chair
2. Judi Terpening, Jefferson County Public Library, Chair-Elect
3. Karen Kahl, Union County Public Library
4. Brenda Campbell, Hagerstown-Jefferson Township Public Library
5. Vanessa Martin, Greensburg-Decatur County Public Library
6. Scott Tracey, West Lafayette Public Library
7. Krista Ledbetter, Morgan County Public Library
8. Nancy Disbro, Andrews-Dallas Township Public Library
9. Sheryl Sollars, Westfield-Washington Public Library

B. Absent

1. None

C. Non-Voting Members Present

1. Jason Boyer, ISL
2. Anna Goben, ISL
3. Wendy Knapp, ISL

D. Guests/Committee Representatives Present

1. Britta Dorsey, Cataloging Committee Chair
2. Brendan Weir, Hussey Mayfield Public Library
3. Mary Glaser, Plainfield Guilford township Public Library, Econtent

On a motion from Judi and a second from Karen, the August 13, 2019 agenda was approved.

III. Approval of the Minutes

On a motion from Vanessa and second from Nancy, the June 11, 2019 minutes were approved.

IV. Indiana State Library Report

A. Migrations

1. Clayton-Liberty Union Township Public Library - late September
2. Fortville - Vernon Township Public Library - recataloging
3. Henry Henley Public Library - Mid-September go-live
4. Putnam County Public Library - Still moving forward
5. Spiceland Public Library - Go Live likely late summer/early fall



- B. 2018/2019 Projects -- via MassLNC
 - 1. Auto-retarget holds on missing items/Automatic notification of orphaned holds - In development (See Hopeless Holds Project)
 - 2. Add "Test notification method" to patron account screen - Bugfixing: Targeted release 3.3
 - 3. Update hold notifications when patron information is updated -- Bugfixing; Targeted release 3.4
 - 4. Editable patron notes / Consolidate patron alerts, messages, and notes - Coding Development slated for 2019. Has been funded development should be done this quarter or next quarter.
 - 5. Deleting an issuance should remove associated copy records - No update
 - 6. Ability to sort or limit search results and holdings by geographic distance - Specs on file; waiting on contracting.
- C. Long term projects --via MassLNC,
 - 1. Acquisitions:
 - a) Sprints 0 released in 3.4
 - b) Sprint 3 funded: in development
 - c) Sprints 1-2, 4 specs released
 - d) "Did you mean?" -- Search <http://massInc.org/node/3394> . Development consultation stage 2 is underway.
 - 2. Hopeless Holds
 - a) Bugfixing
- D. Evergreen Development Initiative
 - 1. Received five contracts back from the various agency heads and have heard from a few others who are not currently involved who are potentially interested.
 - 2. The position has been advertised and applications are coming in. The position closes at the end of this week.
- E. Special Project Participation
 - 1. Transiting media
 - a) Transiting Videodiscs - 66 active libraries
 - b) Transiting Music CDs - 25 active libraries
 - c) Video games - 5
 - 2. Fine - Free
 - a) Fine Free - 15 active libraries - 7 Bookmobile only
 - b) Juvenile Fine Free - 2 active library 1 Bookmobile only
 - 3. Autorenewals - 66 libraries
- F. Training Report
 - 1. New reports manual released
 - 2. Full live training series to be offered in August 15-21, 2019
- G. Fiscal Report
 - 1. New VM server received
 - 2. Prepping for the Gale Courses group purchase invoices.
 - 3. New vendor in place for the library card/barcode purchase (no more pools) -



4. Prepping for eIDC periodicals purchase

V. Subcommittee Reports

A. Cataloging --

1. Britta reported - committee hasn't met since last EC meeting
2. Most recent meeting focused on documentation.

B. Econtent --

1. Met today
2. Kerry Green - New chair
3. Burbio - library calendars integrated. Free for libraries.
4. Overdrive - long wait times - Macmillian issue was discussed. On new releases only 1 copy for the consortium, after 8 weeks other copies may be purchased.
5. School integration
6. Reference USA will be presenting at October Meeting

C. Patron Services --

1. Lorie Long is Chair
2. Lori Durbin is chair-elect
3. Improve communication Cataloging and Patron services committees
4. Damaged items - Improve communications with community and staff within buildings.

D. Strategic Plan -

1. Nancy Disbro and Scott Tracey have volunteered to serve on this committee
2. Working to have a draft plan for approval in December.

VI. Unfinished Business

- A. There was no unfinished business.

VII. New Business

A. Staff Updates

- a) Ruth Frasur is the new Evergreen Indiana Development and Training Coordinator, she will begin in September 2019. She will be taking lead on the ECDI project and training programs for Evergreen Indiana.
- b) Jason Boyer, who has served as the Sysadmin for Evergreen Indiana since June 2013 is leaving on August 23, 2019. He will be taking a position with Equinox Open Library Initiative.
- c) Recommended allocation of support budget:
 - (1) Contract with J. Boyer through the end of 2019 to provide reference support for his replacement and during the replacement search.
 - (2) On a motion from Krista and second from Sheryl the Contract with Jason Boyer was approved.

B. Pre-due notice language

- a) Current: "Please return the above items to avoid overdue fines. If there are no other patrons who have place holds on the items, and your library account is in good standing, you may be able to renew them via the online catalog at this link: ..."



- b) The EC decided to pass this along to the patron services committee for more simplified language.

VIII. Announcements

- A. The Next meeting: October 9, 2019 at 1 pm at Plainfield Guilford Township Public Library

IX. Motion to adjourn

- A. On a motion from Scott and a second from Karen, the meeting was adjourned at 1:35.

*Respectfully submitted,
Sheryl Sollars*