



RiverShare Mission Statement:

The mission of the RiverShare Libraries is to provide optimum access to member libraries through resource sharing, including an ILS (integrated library system), delivery and governance.

RiverShare Assembly of the Whole Committee

Moline Public Library

February 19, 2015

2:00 p.m.

1. Roll Call – Maria

Ashford	
Bettendorf	Sue Mannix
Clinton	Brad Wiles
Clinton Community College	
Davenport	Amy Groskopf
East Moline	
Henry C. Adams Library	
Kaplan	Marlene Metzgar
LeClaire	Jillian Aschliman
Moline	Lee Ann Fisher
Muscatine Community College	Nancy Luikart
Musser	Bobby Fiedler (GTM)
River Valley	Teri Blake
Robert R. Jones Public Library District	Jeff Stafford
Rock Island	Angela Campbell
Scott Community College	Michelle Bailey
Scott County	Tricia Kane
Sherrard	Paula Graff
Silvis	Nancy Ashbrook
St. Ambrose	Mary Heinzman

2. Review of Minutes

Amy Groskopf moved to accept as submitted.

Jillian Aschliman seconded.

No discussion.

All in favor.

3. Executive Committee

A. Financials – Tricia

In January, Vonage bill was paid at \$237.11. In March, SiteGround web hosting bill was paid at \$83.40, leaving a balance of \$66853.35.

Nancy Luikart moved to accept as submitted.

Marlene Metzgar seconded.

No discussion.

All in favor.

B. Vice President's Report – Brad

A new procedure is that committees will report to vice-president, unless a vote of the Assembly of the Whole is needed on a recommendation.

Maria Levetzow raised the question as to how information will travel from Assembly of the Whole to committees. Sue Mannix indicated concern that not requiring committee chairs to attend Assembly of the Whole removes the opportunity for Assembly of the Whole to question the committee chairs directly and get information firsthand. Lee Ann Fisher indicated that workflow would be decided and voted upon during by-laws discussion.

C. Other

4. Committee Reports

A. ILS Committee

Amy Groskopf's reported the biggest issue after the move to the new server farm was problems with notification emails being rejected. Those are, to the best of our knowledge, now resolved, so if your library is still having problems, there may be changes that need to be made at the Library level. If this is the case with your library, contact Amy.

B. Tech Services Committee

Database subcommittee meeting will meet next week, Tuesday at Eldridge at noon, to discuss OverDrive records, SILO and other concerns.

C. Circulation Committee

No report. Sue Mannix had question for circulation committee. Circ policy indicates that library cards must be renewed at the home library. Scott county public libraries do renew other Scott County library cards. If Assembly of the Whole approves, Sue Mannix will ask circ committee to review manual. In the meantime, Sue asks if Assembly of the Whole will allow those libraries to continue the renewal process. Assembly of the Whole indicated approval of that practice.

D. PAC Committee

No report.

E. IT Committee

No report.

F. PR Committee

Meeting next week at Davenport Eastern at 2:30 on Wednesday, February 25.

G. Other

CLOUT: Bald Eagle days went well. 17,000 people attended; direct contact with 1700. Biggest thing they came across was the news that people could use their library cards at other libraries. Early child initiative of 1,000 books before kindergarten: each library will do their own record keeping and their own prizes. PR will be promoting; kickoff date will be April 30. In August, youth services will develop passport to use at all libraries, to encourage usage of RiverShare libraries.

5. New Business

A. RAILS Update – Dee Brennan, Executive Director

Overlay is an idea that RAILS came up with a couple of years ago. It was a product of ongoing conversations with Illinois state library about proliferation of consortia in RAILS. It is designed to be an alternative for RAILS to try to bring resources of all members together in an overlay. Giving library users greater access to library resources – not forcing libraries to do something they don't want to do. It would not be required. RAILS is currently investigating technology and doing an environmental scan to discover barriers.

Lee Ann asked about the model that RAILS is following. Dee said a study was done last year to see where discovery overlays are in place. MeLCat in Michigan, and virtual catalogs in Massachusetts and Maryland, each using a different product.

Focus group is March 4, from 9:30 – 12:30 at Moline. Additional focus groups and surveys to come.

Dee said RAILS is rebating 1/3 of cost of for Illinois libraries joining eRead, and encourages all Illinois libraries to join.

Amy Groskopf asked what does the overlay give us that our current ILL module using WorldShare doesn't already give us. Dee replied that it would be easier and the cost of OCLC is a concern. RAILS is re-evaluating how libraries are relating to OCLC; libraries are indicating that they can no longer afford OCLC.

Sue Mannix stated the assumption is that the overlay will view Illinois libraries, that Iowa libraries would not be affected. Dee indicated that Iowa libraries would be welcome. Sue asked how would Illinois libraries receive materials. Dee stated that is unknown. It's possible to develop a delivery system at a cost recovery level. Sue

indicated that the most recent quote was prohibitive in cost. Dee indicated it could be revisited. Sue asked without former delivery in place, why would Illinois view Iowa materials without a way to receive them. Dee indicated she hoped that could be resolved, and that this issue had not been addressed yet.

Amy Groskopf asked what impact the Illinois governor's proposed budget would have. Dee stated the budget came out yesterday and all library lines proposed a 10% cut. Final budget could be worse or better. RAILS is well able to deal with a cut of that magnitude through a healthy reserve. They are in the midst of budget preparation and will increase support for consortia.

B. Other

Lee Ann: several of Illinois libraries are looking at rejoining PrairieCat. 7 Illinois libraries have met to explore possibilities. Reasons cited were more service capabilities for patrons, grant possibilities from RAILS to cover cost of converting. Nancy Luikart asked if Iowa libraries need to get together to discuss cost to them in the event that Illinois libraries leave RiverShare. Mary asked if there was a timeline or a deadline for grants. Lee Ann indicated there is some flexibility, so not a deadline. Circulation, item and patron information for the Illinois libraries will get to RAILS by February 27, and cost estimates will be returned shortly after that.

Iowa libraries are welcome to join RAILS, but would not have access to grants to cover costs. Additionally, RAILS delivery would, at this time, be more expensive, based on the quote received. Delivery at less than 5 days a week could be explored by RAILS.

6. Old Business

A. Vonage Bill – Tricia

Tricia worked with Scott County budget manager and found out that RiverShare can now use Scott County credit card to pay Vonage bill, as advancements in technology allowing for tracking.

Motion to approve this change in procedure submitted by Tricia Kane.

Sue Mannix seconded.

All in favor.

B. Bylaws – WORKSESSION (Please Read the Documents Ahead of the Meeting)

Sue Mannix moved to postpone.

Amy Groskopf seconded.

Nancy Luikart expressed concern that same thing will happen next time, and asked if some discussion could take place today.

Decided to continue until 3:15.

Proposed Amendment 1

Under PREAMBLE, add “and Standing Rules” after “Bylaws in the fourth paragraph to read: “The Bylaws and Standing Rules create an organized structure to ensure a system that will serve as a communications link with the member libraries in the establishment and continuance of a library consortium.”

Discussion of Proposed Amendment 1

Lee Ann Fisher: standing rules is new verbiage to cover process and procedures that are needed to support Bylaws but are not included in bylaws.

Proposed Amendment 2

Under ARTICLE 1—AUTHORITY, add a new “Section 1.3 Database”, to read: “RiverShare owns the bibliographic database. Member libraries own their item and patron records.”

Discussion of Proposed Amendment 2

Mary Heinzman: This does not address who controls use of database. Brad Wiles indicated that bylaws committee thought this established authority through ownership.

Proposed Amendment 3

Under ARTICLE 2—DEFINITIONS, change Section 2.4 from “Designee” to “Director”, to read: “Section 2.4 Director—Authorized representative of a member library.”

Discussion of Proposed Amendment 3

Observation was made that intergovernmental agreement states that director must attend.

Proposed Amendment 4

Under ARTICLE 6—OFFICERS, Section 6.2 Eligibility for Office, insert a new A., re-label B., C., and D. Under the new B., rename “Chair” as “President” and “vice chair/chair elect” as “President Elect”, strike “public” and insert “Illinois”, strike “academic/special/school” and insert “Iowa” in the first sentence. Strike the third sentence and insert a new third sentence. Under C., strike “elected” and insert “appointed”, strike Assembly of the Whole and insert “President” and strike the rest of the sentence. New 6.3 to read:
“Any Director or proxy from a fully participating member library in good standing can run for office.

The President Elect shall alternate between an Illinois library member and an Iowa library member, and will be elected in May of each year. If the President is unable to fulfill his/her term, the President Elect will assume the duties of president and a special election will be held to fill the president elect position. The President Elect automatically fills the President’s seat upon completion of his/her term in office.

The Secretary shall be appointed by the President.

The Treasurer shall be the Director of the Scott County Library System, for so long as Scott County remains the Fiscal Agent of RiverShare Libraries.”

Discussion of Proposed Amendment 4

Capitalization of president and president-elect.

Secretary can't be appointed by president without permission of member library. Will send C back to committee for new wording for an appointment.

Proposed Amendment 5

Section 6.4 Terms of Office

- A. The President Elect shall be elected each year by June 1st from the AOW.
- B. Terms of office will constitute a period of 12 months beginning July 1.
- C. No person shall hold any office for a period greater than 18 consecutive months.

Discussion of Proposed Amendment 5

No discussion.

Proposed Amendment 6

Under ARTICLE 6—OFFICERS, insert a new Section 6.4 Election of Officers, to read:
“Section 6.5 Election of Officers

- A. A nominating committee consisting of the President Elect and two other AOW members will be appointed by April 1.
- B. Nominations will be presented at the April AOW meeting.
- C. Nominations will be received from the floor at the May AOW meeting.
- D. Elections will be by ballot.
- E. Successful candidates will be elected by a majority vote of the membership.”

Discussion of Proposed Amendment 6

Marlene Metzgar asked date of election. Nominations from floor can take place at April meeting, and elections will be by ballot at May meeting.

Proposed Amendment 7

Under ARTICLE 6—OFFICERS, strike the old and insert a new Section 6.5 Duties of Officers, to read:
“Section 6.5 Duties of Officers

A. President:

1. Prepares agendas for all AOW meetings at least 48 hours prior to the meeting, as required by the Open Meetings Act (OMA).
2. Presides at all AOW meetings.
3. Is an ex officio member of all standing committees and the ILSAT.
4. Serves as the RiverShare spokesperson.
5. Serves as the legal designee on all contracts.
6. Can call special meetings of the AOW and the ILSAT with at least 48 hours notice.
7. Forms and appoints members to ad hoc committees.
8. Acts as FOIA officer or appoints one as needed.

Discussion of Proposed Amendment 7

Question was raised as to whether an Iowa librarian can be FOIA officer if Iowa librarian is president. Inclusion in requirements of "appoints one as needed" addresses that concern.

B. President Elect:

1. Fulfills the duties of President in their absence.
2. Serves as the liaison between the Committee Chairs and President.
2. Performs other duties as assigned.

Discussion of Proposed Amendment 7

Renumber list items.

Nancy Ashbrook asked if 2 should be serves a liaison between the committee chairs, president and the AoW.

C. Secretary:

1. Posts meeting notices to the website, as required by the Open Meetings Act (OMA).
2. Distributes AOW meeting materials to the members at least 48 hours prior to the meeting.
3. Attends AOW meetings as a non-voting member.
4. Takes minutes at AOW meetings and posts them to the website as required by the OMA.
5. Maintains RiverShare correspondence.
6. Performs other duties as assigned.

Discussion of Proposed Amendment 7

Question raised as to responsibility of correspondence and the inability of the Assembly of the Whole to assign duties. Decision made to replace assigned with requested throughout document.

D. Treasurer:

1. Provides financial reports at every AOW meeting.
2. Facilitates the budget process.
3. Performs other duties as assigned.

Discussion of Proposed Amendment 7

Change third list item to “performs other duties as requested.”

C. Other

7. Other

8. Adjourn