



## RiverShare Assembly of the Whole Committee

Davenport Public Library Main Library

October 20, 2016

2:00 p.m.

Minutes taken by Connie Owings, Scott County Library System

### 1. Roll Call

Present: Bettendorf Public Library (Maria Levetzow); Clinton Community College Library (Sally Myers); Clinton Public Library (Beth Mosher); Davenport Public Library (Amy Groskopf); Kaplan University Library (Marlene Metzger); LeClaire Community Library (Ellen Miller); Muscatine Community College Library (Nancy Luikart); Musser Public Library (Robert Fiedler); Scott County Library System (Tricia Kane)

Not Present: Scott Community College Library (Muscatine Community College Library was proxy)

Guests: Connie Owings, Secretary, Susan Green, Technical Services Committee chair; Carina Mulcrone, Circulation Committee chair.

**2. Approval of Minutes** Levetzow moved to approve the September 15, 2016 minutes; second by Bailey. Motion carried.

### 3. Treasurer's report and approval of Financial Reports (Kane)

Kane sent out the September financial reports via e-mail on October 17, 2016. RiverShare Libraries account balance is \$121,362.81. Invoices paid since the previous financial report: Vonage for \$226.56.

Metzger moved to approve the financial reports as presented; second by Levetzow. Motion carried.

### 4. Committee Reports

- A. ILS Committee (Groskopf)** – Illinois libraries data purge scheduled for the end of October (patrons and items and bibs).
- B. Technical Services Committee** – Revised strategic plan will be submitted to AOW.
- C. Circulation Committee** – no meeting. Data gathering complete
- D. PAC Committee** – No report; no meeting.

### 5. Old Business

**A. Polaris / Ill quote for removing Ashford, Kaplan, and St. Ambrose (Groskopf)**-- Bill Schickling from Ill/Polaris met with Groskopf and Kane during ILA. They will honor the quote for removing Illinois library information from our database, even though it was more than 90 days prior. RiverShare will schedule and pay for the purge and bill the Illinois libraries. He will check on a quote for removing information of Ashford, Kaplan, and St. Ambrose and get back to us.

**B. Interstate borrowing privileges – data gathering by circulation committee (Mulcrone)**-- Training server will be used to test Polaris settings so that actual policies and practices of RiverShare and member libraries are supported by the software settings, based on the information gathered.

**C. Bylaws Ad hoc Committee report (Levetzow)** – Draft emailed to directors list on October 19, 2016 by Levetzow. The included changes were based on requests of AOW, compliance and consistency with the existing 28E agreement, and compliance with Iowa open meetings law. Levetzow reviewed the changes and received suggestions from the group. Additional comments or questions can be e-mailed to Levetzow, who will prepare an updated version for the November meeting.

**D. Polaris Contract Ad hoc Committee report (Groskopf)** – Bill took down information about RiverShare to determine costs in preparation for contract discussion upcoming. Importance of this communication was stressed to him. Next years' budget considerations: after hours upgrade for next year? Original invoice from Polaris / III was incorrect and did not reflect removal of Illinois libraries. Kane has now received a corrected invoice. \$4,000.00 for LEAP was inadvertently left out of our quote by our sales representative. They will cover it for the current contract but we will have to add it in for the next budget. It could go into individual libraries' charges or could be taken from the reserve. Our maintenance costs have not gone up for 7 years with Polaris / III so we should probably expect a maintenance increase in the next contract. Suggestion was made that the OverDrive access through the catalog is not as expected and could be cancelled. Not all libraries would necessarily want to cancel this. A way to reduce costs across libraries would be to add new members. Would we need to think about geographic locations and the effect on delivery cost. We would also have to consider training, database migration, and other costs since RiverShare does not have paid staff. MOBIUS connections are helpful. Polaris contract comes due in November 2018.

## **6. New Business**

### **7. Other**

**A. Overdrive selection, academic platform** – So far the academic libraries have not been able to spend all of the funds for their platform, will try to get selection lists from OverDrive tailored to their needs to facilitate the process.

#### **B. Updates from individual member libraries**

Clinton Public Library will be seeking to support their school districts with their summer programming.  
Muscatine Community College Library had \$1.1 million dollars donated for the renovation.

**9. Adjourn** – Luikart moved to adjourn. Meeting was adjourned at 3:30PM.

Next AOW Meeting is 3:30 p.m. on November 17, 2016 in the small meeting room at the Davenport Public Library-Main Branch.