



RiverShare Assembly of the Whole Committee

Davenport Public Library Main Library

August 24, 2017

2:00 p.m.

Minutes taken by Connie Owings, Scott County Library System

1. Roll Call

Present: Bettendorf Public Library (Sue Mannix; Maria Levetzow); Clinton Community College Library (Sally Myers); Clinton Public Library (Holly Youngquist); Davenport Public Library (Amy Groskopf); LeClaire Community Library (Ellen Miller); Musser Public Library (Robert Fiedler); Scott Community College Library (Michelle Bailey); Scott County Library System (Tricia Kane)

Not Present: Muscatine Community College Library

Guests: Connie Owings, Secretary and Technical Services Committee chair; Valerie Farrar, PAC Committee chair

2. Approval of Minutes: Groskopf moved to approve the May 18, 2017 and special July 27, 2017 meeting minutes; second by Kane. Motion carried.

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

The financial reports were e-mailed with the agenda, including year-end reports for FY17 and a copy of the OverDrive invoice for \$12,500.00 (public library platform). RiverShare Libraries account balance as of August 15, 2017 is \$30,778.58. Invoices paid since the previous financial report: Vonage, OverDrive, and MOBIUS (\$3,804.00, per the vote to cover ½ of the first year increase in the contract). Levetzow moved to approve the financial reports as presented; second by Fiedler. Motion carried.

4. Committee Reports

A. ILS Committee (Groskopf) – The Illinois libraries, Kaplan, Ashford, and St. Ambrose data purge (patrons and items and bibs, etc) is scheduled!!!! Polaris will be unavailable – staff client, LEAP and PAC – starting just after 9 p.m. on Monday August 28 while Polaris does the purge of items and patrons from the libraries that have withdrawn from RiverShare. Based on the trial run on the training server they should be finished before 8AM on Tuesday August 29. Bianca (DPL) ran a test report today for patrons owing more than \$25.00. Libraries felt it would be difficult to integrate the manual list into their workflows, and no further reports are needed.

B. Technical Services Committee – Officers have been elected: Connie Owings (SEL), Chair; Amy Fry (LEC), Vice-Chair; Michelle Richmond (DPL), Secretary. The Iowa bibliographic and item purge is complete. LeClaire is a full OCLC member now and Connie Owings installed and trained them on the Connexion client; they are actually going to save money by being a full member. The next meeting is October 12, 2017.

C. Circulation Committee – No representative present.

D. Information/OPAC Committee – No meeting. Farrar will coordinate a meeting so officers can be elected. There will be discussion topics for the committee relating to the next upgrade.

5. Old Business

A. III/Polaris removal of data: Illinois libraries, Ashford University, Kaplan University, St. Ambrose (ILS Admin)
– see ILS Admin update;

B. III/Polaris Contract Ad hoc Committee report (Groskopf, Kane): Discuss III/Polaris proposed contract. The group reviewed Bettendorf city attorney letter regarding the III/Polaris contract. Mannix said the attorney could craft language for the revised contract prior to the September meeting, where a vote could still be taken. There was general support from the group for the attorney's suggestions. There is a recommendation by the ILSAdmin committee to remove the Mobile PAC from the contract (\$ 1,325.43). This feature should be replaced by the responsive design of the main software upgrade to version 5.5.

C. Review of 28E agreement (Groskopf): nothing to report

D. Iowa Open Meetings Law training required by the RiverShare bylaws: State Library of Iowa self-paced training at <https://statelibraryofiowa.lmscheckout.com/Course/view/478511>. Roll call certification of completion will be taken at October meeting.

6. New Business

A. Upgrade to Polaris 5.5: Planned for late November or early December. The release notes are available; Bobby will distribute to members. Responsive design will alleviate the need for the Mobile PAC. LEAP has been further developed.

B. October AOW meeting date: moved to October 26, conflict with ILA annual conference

7. Other and updates, questions, comments from individual member libraries:

Owings mentioned there was a dated director's orientation manual on the website. Kane moved to remove the outdated manual; second by Bailey. Motion carried.

SCC is fully staffed for another 2 weeks and the full-time position that is leaving may not be filled at 40 hours. CCC is hosting the Clinton Public Library book fair and the Clinton Public Library has almost doubled the number of authors from last year.

8. Adjourn – Levetzow moved to adjourn; Fiedler seconded. Meeting was adjourned at 3:25 p.m.

Next AOW Meeting is September 21, 2017 at 2:00 pm in the small meeting room at the Davenport Public Library-Main Branch.