



## RiverShare Assembly of the Whole Committee

Musser Public Library

September 20, 2018

2:00 p.m.

Minutes taken by Connie Owings, Scott County Library System

### 1. Roll Call

Present: Clinton Public Library (Holly Youngquist); Davenport Public Library (Amy Groskopf); LeClaire Community Library (Ellen Miller); Muscatine Community College Library (Nancy Luikart); Musser Public Library (Pam Collins) Scott Community College Library (Michelle Bailey); Scott County Library System (Tricia Kane)

Not Present: Bettendorf Public Library; Clinton Community College Library

Guests: Connie Owings, Secretary; Jill O'Neill, Clinton Public Library.

**2. Approval of Minutes:** Bailey moved to approve the July 19, 2018 meeting minutes; second by Miller. Motion passed.

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

The financial reports were e-mailed with the agenda. The RiverShare Libraries account balance as of September 13, 2018 is \$95,381.27. \$35,000.00 is reserved for Future Migration Expenses. Invoices paid since the previous financial report: Vonage, OverDrive (academic library platform and content). Youngquist moved to approve the financial reports as presented; second by Groskopf. Motion passed.

### 4. Committee Reports

**A. ILS Administration Committee** – bi-weekly conference calls with III continue; Groskopf reported that ILS Admin committee will have an in-person meeting the first Tuesday in October to discuss installing the next software update, possibly scheduled around Thanksgiving. This will include many changes to the Discovery Layer (OPAC).

**B. Technical Services Committee** – met and reported in July; next meeting with Dewey training October 19, 2018 at Musser Public Library at 10:30 a.m.

**C. Circulation/Delivery Committee** - met on July 25, 2018; Chair, Greg Benefiel, MUS; Vice-Chair, Connie Owings, SEL; Secretary, Shelley Sterbenz, DPA; next meeting October 24, 2018 at Musser Public Library. They are working on patron notifications.

**D. Information/PAC Committee** - met on August 14, 2018, discussion of OverDrive; next meeting November 13, 2018

## 5. Old Business

**A. OverDrive integration update** – Christine Barth has set up the accounts with OCLC and OverDrive so that from this point forward, new records will come into the database with the link and other features that we have utilized in lieu of full integration. They will be loaded on a monthly basis by members of the Technical Services Committee DSC. She is still working on getting the April-Sept. 2018 backlog addressed. Some communication was still going to Mary Heinzman from SAU, so Barth requested that the contact be updated to Sally Myers from Clinton Community College.

Owings did a sample workaround for academic OverDrive titles that are also owned by another RiverShare library and is awaiting feedback. The shelf status of the \*dummy\* item is a problem since we have a limited number of shelf status options. We could rename the “Bindery” shelf status to something generic so that we can use it for electronic resources, such as “Digital Copy”. The call number is “Academic OverDrive: View details for link”.

Luikart and Bailey indicated support for the workaround; Owings will contact the DSC to implement procedures.

**B. 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 was taken. 1 member remains to be trained. Roll call will be taken again at the next meeting.

**C. Discussion of fines** – Clinton decided to use a Computer Use Only card if patron is not eligible for a library card. DPL-READS allows checkout of 4 print items at a time (no A/V). No fines ever charged if those items come back. Only works at Davenport locations. Card is blocked once items go to bills.

There was a suggestion that RiverShare as a group might consider a policy to have juvenile items only fine-free; perhaps in time to promote for National Library Week next year. More information will be sent to the Directors list and this topic will be added to the agenda for the October meeting. Libraries could begin discussions with their boards.

## 6. New Business:

**A. Future automation system options** – Suggestion to appoint an ad hoc committee by 2020 to investigate vendor and automation system options for the future per AOW minutes March 15, 2018.

**B. MOBIUS delivery contract renewal** – Current contract expires June 30, 2019.

**7. Other and updates, questions, comments from individual member libraries:** Libraries shared updates from their libraries.

**8. Adjourn** – Bailey moved to adjourn; second by Youngquist. Meeting was adjourned at 3:23 p.m.

Next AOW Meeting is scheduled for October 18, 2018 at Davenport Public Library.