

RiverShare Assembly of the Whole Committee

Davenport Public Library, November 15, 2018, 2:00 p.m.
Minutes taken by Connie Owings, Scott County Library System

1. Roll Call

Present: Bettendorf Public Library (Sue Mannix); Clinton Public Library (Jill O'Neill); Clinton Community College Library (Sally Myers, remote); Davenport Public Library (Amy Groskopf); LeClaire Community Library (Ellen Miller); Muscatine Community College Library (Nancy Luikart); Musser Public Library (Bobby Fiedler, remote); Scott Community College Library (Tabatha Baker, remote); Scott County Library System (Tricia Kane)

Guests: Connie Owings, Secretary.

2. Approval of Minutes: We will not be getting Bibframe in the December Polaris upgrade so that should be removed from the minutes. Miller moved to approve the revised September 20, 2018 meeting minutes; second by Mannix. 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 November 8, 2018 is \$42,802.81. \$35,000.00 is reserved for Future Migration Expenses. Invoices paid since the previous financial report: Vonage, Polaris annual subscription and maintenance (\$86,096.57), and Innovative Users Group (\$100.00). Miller moved to approve the financial reports as presented; second by Mannix. Motion passed.

4. Committee Reports

A. ILS Administration Committee – Conference calls with Ill continue as needed; things are going well.

B. Technical Services Committee – Meeting, Dewey training, and tour of the Musser Public Library on October 19, 2018; next meeting January 10, 2019

C. Circulation/Delivery Committee – Canceled meeting on October 24, 2018; next meeting TBD in December 2018 or January 2019

D. Information/PAC Committee – Canceled meeting November 13, 2018 due to lack of agenda; next meeting February 13, 2019

5. Old Business

A. OverDrive integration update – Owings reported that the backlog of academic titles is finished and the bibliographic records have been loaded. An example is Bowling alone by Robert Putnam (eaudio). It was identified that academic titles that are duplicates of Advantage titles owned by other RiverShare libraries would require a duplicate record in the database in order to display properly. This is generally against RiverShare policy, but due to the fact that we are unable to fully integrate the academic OverShare titles, it might be worth considering an exception. The Technical Services committee has not yet discussed this issue. Groskopf moved that we allow duplicates only for Academic OverDrive titles that are duplicates of Advantage titles already in the database; second by Mannix. Motion passed.

B. Iowa Open Meetings Law training required by the RiverShare bylaws: State Library of Iowa self-paced training at <https://statelibraryofiaowa.lmscheckout.com/Course/view/478511>. Roll call certification of completion was taken. One member remains to be trained.

C. Update proxy list – Director must submit Help Desk ticket to add proxy to Directors mail list and remove old.

D. Spark messaging system – Use discontinued per AOW vote on July 19, 2018; each director will handle member notification of other employees.

E. Discussion of fines – revisit discussion from last meeting; proposal would be that there would be no fines on juvenile materials; items would still be billed if overdue for 30 days and patron accounts would be blocked per current policies. The policy would result in a revenue loss for some libraries, but the research shared via the email list shows the benefits outweigh the loss, especially for children. These types of policies are being implemented nationwide, with many libraries completely fine free. Our goal would be that soft implementation could occur by April 1, 2019, with initial promotion during National Library Week. The committee requested that the topic be forwarded to the circulation committee so that they could discuss implications of the policy change and develop implementation recommendations. It is hoped that this committee can vote at the February 2019 meeting.

Libraries who have had initial discussions with their boards have indicated they are generally favorable toward the concept. The Scott County Library System Board has already voted in favor of participation.

6. New Business:

- A. **Polaris after-hours upgrade** – Price quote for upgrade to version 6.1 on December 3, 2018: \$3,000.00 (budgeted amount was \$2,420.00). Kane stated that the funds are available in the budget because one of the OverDrive invoices was pro-rated in FY18. Groskopf stated that we would not want to perform an upgrade during regular business hours. Mannix moved to approve the expenditure of \$3,000.00 for the after-hours upgrade; second by Fiedler. Motion passed.
- B. **RiverShare budget, FY20** – Kane; proposed budget e-mailed on November 1, 2018. The budget includes \$3,000.00 for one after-hours upgrade in FY20. Polaris costs are based on contracted items. Groskopf moved to approve the FY20 budget as presented; second by Miller. Motion passed.

7. Future 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. Mannix volunteered to seek information from other participants statewide in hopes of partnering to reduce costs.

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

9. Adjourn – Kane moved to adjourn; second by Groskopf. Meeting was adjourned at 3:20 p.m.

Next AOW Meeting is scheduled for December 20, 2018 at Davenport Public Library.