



RiverShare Assembly of the Whole Committee

Davenport Public Library, April 18, 2019, 2:00 p.m.

Minutes taken by Connie Owings, Scott County Library System

1. Roll Call

Present: Clinton Community College Library (Sally Myers, remote); Clinton Public Library (Jill O'Neill, remote); Davenport Public Library (Amy Groskopf); LeClaire Community Library (Ellen Miller); Muscatine Community College Library (Nancy Luikart); Scott Community College Library (Michelle Bailey); Scott County Library System (Tricia Kane)

Absent: Bettendorf Public Library; Musser Public Library

Guests: Connie Owings, Secretary; Sarah Carlin, Information / PAC committee chair.

2. Approval of Minutes: Kane moved to approve the February 21, 2019 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 April 10, 2019 is \$43,342.73. \$35,000.00 is reserved for Future Migration Expenses. Invoices paid since the previous financial report: Vonage. Bailey moved to approve the financial reports as presented; second by Miller. Motion passed.

4. Committee Reports

The AOW intends to allow the committees to set their meeting schedules as needed to conduct committee business.

A. ILS Administration Committee: Met and discussed hold queues and fixed inconsistent settings. Conference calls with III continue as needed. In-person meetings are scheduled for the first Tuesday of the month and cancelled if not needed.

B. Technical Services Committee: Last meeting April 11, 2019; next meeting July 11, 2019 at Clinton Public Library. Chair Merideth Willett, DPL. Officers for FY20 are Melita Tunnicliff, LeClaire, Chair; Connie Owings/Christine Barth, Scott County Library System, Vice-Chair; Michelle Bailey/Tabatha Baker, Scott Community College, Secretary. The following recommendation refers only to bibliographic records for each library's separately purchased OverDrive Advantage titles and will be implemented going forward. Libraries will not be expected to replace bib records for previously purchased Advantage titles. Libraries may load the records directly from OCLC if they prefer, but if they choose to purchase the bib records, each library must make their own arrangements for purchase and loading with OCLC and OverDrive.

Recommendation: Each library is responsible for replacing their own OverDrive Advantage on-order records with a full OCLC record. The record must be loaded within 30 days. This can be done by the library itself or by paying through OverDrive, currently \$1.50 per record. Motion passed.

C. Circulation/Delivery Committee: Last meeting February 13, 2019; next meeting April 24, 2019 2:00 p.m. at Muscatine Community College library. Chair Greg Benefiel, Musser Public Library.

D. Information/PAC Committee: last meeting February 12, 2019; next meeting May 14, 2019 2:00 p.m. at Scott Community College library; Chair Sarah Carlin, SEL.

5. Old Business

A. One-click holds in the PAC recommendation: Information/PAC committee

Carlin explained that the option allows patrons to place several holds in a row with fewer clicks and the system will default to the Patron's Registered Library if no pickup library has been designated. This will primarily affect libraries with branches, and only until the patron first designates a pickup library.

Recommendation: The OPAC committee recommends that every RiverShare library turn on One Click Requests in the PAC. In order to facilitate the use of One Click Requests, RiverShare (system wide) will turn on the patron's ability to change their pickup location for pending and active holds in the PAC. Motion passed.

B. MOBIUS delivery contract renewal: Current contract expires June 30, 2019. Groskopf has emailed MOBIUS and they said they would work on the new contracts and get back to her. A price increase is not expected. Each library signs a contract with MOBIUS individually. It is requested that each library buy a couple more Rubbermaid totes for the delivery.

C. Innovative Users Group Conference (IUG): May 5-8, 2019, Sheraton Grand Phoenix, Phoenix, AZ. Attending from RiverShare so far are Bobby Fielder, MUS, and Bianca Sierra-Luebke, DPL. Information is available on the [Innovative Users Group website](#) (login required). AOW requests a summary of what was learned be shared after they return.

6. New Business

A. Committee chairs represented at AOW: Luikart. Last meeting it was requested that the committee chairs appear at the AOW meetings in person when there is a recommendation to present. The AOW further discussed that it would be acceptable for another informed member of the committee to substitute for the chair. Nancy will also make a form for committees to use to submit recommendations to AOW.

B. Access Video on Demand – Miller shared the quote for their three different products. The group would like to access their free trial, and request that they add the community colleges to the quote.

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. 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. All members have been trained. New members of AOW must certify when they have been trained.

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

9. Adjourn – Groskopf moved to adjourn; second by Bailey. Meeting was adjourned at 3:15 p.m.

The AOW has held the required six meetings per year for FY19.

Next AOW Meeting is scheduled for Thursday, May 16, 2019 at 2:00 p.m. at Davenport Public Main Library.