



RiverShare Assembly of the Whole Committee

Davenport Public Library, August 15, 2019, 2:00 p.m.
Minutes taken by Mallory Moffitt, Musser Public Library

1. Roll Call

Present: Sue Mannix (Bettendorf Public Library); Susan Mesecher and Jill O'Neill (Clinton Public Library); Amy Groskopf (Davenport Public Library); Ellen Miller (LeClaire Community Library); Pam Collins (Musser Public Library); Tabatha Baker (Scott Community College Library); Tricia Kane (Scott County Library System)

Absent: Clinton Community College Library; Muscatine Community College Library

Guests: Mallory Moffitt, Secretary

2. Approval of Minutes: Mannix moved to approve the June 20, 2019 meeting minutes; second by Groskopf; 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 August 9, 2019 is \$29,685.63. \$35,000.00 is reserved for Future Migration Expenses. Invoices paid since the previous financial report: Public Libraries OverDrive and Vonage. Miller moved to approve the financial reports as presented; second by Mannix; Motion passed.

4. Committee Reports.

A. ILS Administration Committee – Groskopf: Overnight upgrade scheduled for Monday December 2, 2019 beginning after 9pm to be done by 8am the following morning. There will be a change in the URL; libraries will need to talk to their IT departments. ILSAdmin is aware of concerns about staff time for the 2020 vendor and automation system committee. Mannix posed a question: can RiverShare agree to stay with Polaris to avoid ad hoc committee in future? Mobius uses Polaris; more clarification for statewide delivery coming soon. ILS Committee supportive of staying with Polaris as a preferred provider.

B. Circulation/Delivery Committee – Last meeting July 24, 2019; next meeting October 23, 2019; chair Greg Benefiel, MUS

Recommendation: Circulation manual revision of sections 17 and 18 emailed with agenda. Section 17.1: change amount from less than \$10.00 to less than \$25.00; previous amount left over from time with Illinois libraries. Section 18.1: striking from RiverShare circulation manual, should be in individual library manuals. Mannix moved to accept the recommended revisions to the Circulation Manual; seconded by Groskopf; Motion passed.

C. Information/PAC Committee – Next meeting November 12, 2019; chair Sarah Carlin, SEL. Kane: Last meeting was cancelled due to a lack of agenda items.

D. Technical Services Committee – Last meeting July 11, 2019; next meeting September 12, 2019; Chair Melita Tunnicliff, LEC. No report

5. Old Business

A. MOBIUS delivery contract renewal: Previous 2-yr. contract expired June 30, 2019. Individual libraries have been invoiced for service. Did not send contract to sign; only sent invoices.

6. New Business

A. FY20 Officers: Per the alphabetical rotation specified in the bylaws, Musser Public Library will be chair and Scott Community College Library will be vice-chair, chair-elect. Mallory Moffitt, Musser Public Library will be appointed secretary. Kane moved to approve the FY20 Officers; seconded by Miller; Motion passed.

B. FY20 Proxy designations: Delegates updated their proxy designations with the secretary.

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:

A. Mannix proposed moving to quarterly meetings instead of monthly. A modification to the by-laws is needed, take action next meeting.

B. Libraries shared updates: Musser had their one year anniversary in new building and with LSS; LENA continues with Spanish class in fall. Scott Community College Director job posted. Groskopf had a showing of The Public with staff.

C. O'Neill will be director at Clinton Community College Library; worked with Mesecher on transition.

9. Adjourn – Miller moved to adjourn; second by Kane; Meeting was adjourned at 2:40 p.m.

Next AOW Meeting is scheduled for Thursday September 19, 2019 at 2:00 p.m. at Davenport Public Main Library.