



RiverShare Assembly of the Whole Committee Special Meeting

Davenport Public Library, March 17, 2020, 2:00 p.m.
Minutes taken by Mallory Moffitt, Musser Public Library

1. Roll Call

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

Guests: Mallory Moffitt, Secretary; Carina Mulcrone

2. New Business – Decisions on how to handle RiverShare consortial activities during Coronavirus pandemic

- A. Stabilize a message to the public
- B. Closures varying library to library, day to day. At time of meeting:
 - i. Clinton, Muscatine, and Scott Community College Libraries currently open, no known plans of closures
 - ii. Bettendorf, Davenport, and Scott County Libraries closed Monday March 16th.
 - iii. LeClaire and Musser Public Libraries closing at 5pm on March 17th.
 - iv. Clinton Public Library closing March 18th.
- C. Set due dates and fine codes
 - i. Push due dates out to avoid unnecessary blocks to allow patrons to use eMaterial and other online resources. Polaris is able to implement changes, nothing we have to do locally. Mannix push due dates two months (5/18/2020). Groskopf moved to have Polaris extend due dates to May 18, 2020 for any items currently out or checked out during closure and waive any fines accrued; seconded by O'Neill; Motion passed.
- D. Holds
 - i. If Libraries do not want Mobius courier to stop at their location, the library is in charge of contacting Mobius directly
 - ii. Individual libraries are responsible for turning off their location as pick up location if they are not allowing patrons to pick up holds
 - iii. Davenport Fairmont and LeClaire will still be open for patrons to pick up holds. Davenport Main working on curbside delivery.
- E. Davenport, LeClaire, and Scott Community College Libraries are planning on a 72-hour hold on all returned material before processing during closure
- F. Push library card expiration dates out to May 18, 2020
- G. Any committee work for RiverShare that cannot be done remotely is cancelled until May 18, 2020
- H. Statewide delivery – continue putting Iowa Share into courier until we hear differently
- I. Lowman will draft a statement covering fines and due dates during closure. Individual libraries can add to it as needed.
- J. ILS Admin committee is going to email/meet after call and contact Polaris to make the necessary changes to push back due dates and card expirations.
- K. Keep RiverShare updated on the situation at your library

3. Adjourn – Meeting adjourned at 2:29pm.