



RiverShare Assembly of the Whole Committee
Zoom: <https://zoom.us/j/93982876000>
Davenport Public Library, Main Library Small Meeting Room
October 8th, 2020

Lowman called meeting into session at 2:06 pm.

1. Roll Call

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

Absent: Musser Public Library

Guest: Ashley Elliott, secretary

2. Approval of Minutes of July 16th, 2020

Groskopf moved to approve the July 16th, 2020 AOW meeting minutes. Seconded by Luikart. Motion passed.

3. Treasurer's Report and Approval of Financial Reports (Kane)

The financial reports were emailed with the agenda. The RiverShare Libraries account balance as of September 29, 2020, is \$108,383.99. \$35,000.00 is reserved for Future Migration Expenses. Invoices paid since the previous financial report: Vonage and OverDrive Academic.

Kane: Collected membership fees are due. Reminders coming in next few weeks to libraries which have not yet paid.

Mesecher moved to approve the financial reports as presented. Seconded by Miller. Motion passed.

4. Committee Reports

- a. ILS Administration Committee – Amy Groskopf, DPL. The normal or annual upgrade of Polaris system is being delayed. Normal time is around the third week of November; however, a larger or fuller Polaris upgrade is happening in December. Notices or warnings about the December upgrade will be circulated to libraries. The upgrades occur after hours. Upgrades have also been budgeted in RiverShare budget.

- b. Circulation/Delivery Committee – Connie Owings, SEL, not present. Kane said Circ committee has not met.
- c. Information/PAC Committee – Tabatha Baker, SCC, not present.
- d. Technical Services Committee – Connie Owings, SEL, not present. & Christine Barth, SEL, not present.
 - a. Written report submitted by C. Barth on October 2, 2020 via email:
 - i. The TSC last met in-person in March 2020, before libraries began closing. At that meeting, new officers were chosen. Christine Barth and Connie Owings from SCLS will co-chair. Carina Mulcrone, BPL is vice chair. The committee is still seeking a volunteer for secretary. The TSC strategic plan was reviewed and re-approved. Business since COVID has been conducted via email. There are no major projects facing the committee at this time. Meetings will be conducted virtually if necessary.
 - b. Mulcrone: regular annual purge has occurred. Business for Technical Services committee will be handled remotely.

Lowman: Ask committees to update minutes, agendas, and other items of information on RiverShare.org website.

5. Old Business

No Old Business

6. New Business

- a. FY 2022 Budget (FY22 Proposed Budget attached to meeting materials, emailed)

Kane: Polaris main charge has changed but figures have not changed, remain static. Information is taken from Statistics Summary (Kane emailed on September 29th, 2020, and was included in meeting packet emailed on October 6th, 2020). The documents have not changed.

Groskopf moved to approve the FY 2022 Budget. Seconded by Mulcrone. Motion carried.

- b. Database Discussion. State Library of Iowa is considering changing available databases and will no longer be using Gale database. Discussion about options and usage of databases within the academic and public libraries.

Discussion closed.

7. Future Business

Iowa Open Meetings Law training required by RiverShare bylaws – State Library of Iowa self-paced training at <https://statelibraryofiowa.lmscheckout.com/Course/view/478511>; new delegates must complete training by the annual roll call certification.

8. Adjourn

Luikart moved to adjourn the meeting. Seconded by Mesecher. Meeting adjourned at 2:25 pm.

Next AOW Meeting: 2:00 pm, January 14th, 2021, Davenport Public Library or remote.