# Missouri Evergreen Membership Meeting

Thursday, August 9, 2018 at 9:00 AM

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# Minutes

Attending

Albany Carnegie Public Library

Bollinger County Public Library—

Cameron Public Library

Carrollton Public Library—Sue Lightfoot

Carthage Public Library —Michael Tolle

Caruthersville Public Library – Teresa Tidwell

Cass County Library—Rhonda Busse

Crawford County Library District—Elizabeth Outar

De Soto Public Library—

Doniphan-Ripley County Library—

Douglas County Library

Dulany Memorial Library

Festus Public Library—Kathy Condon-Boettcher

Grundy County Jewett Norris Library – Theresa Hunsaker

Howard County Public Library

Jefferson County Library—Pam Klipsch, Pam Withrow, Kate Coleman

Lebanon-Laclede County Library –

Little Dixie Regional Libraries –

Livingston County Library

Marion County Library Subdistrict #1 -

Marshall Public Library

Mountain View Public Library

North Kansas City Public Library- Vickie Lewis

Ozark Regional Library –

Polk County Library—

Poplar Bluff Municipal Library – Sue Szostak, Belinda Birrer

Pulaski County Library – Emily Slama

Riverside Regional Library—Jeff Trinkle

Salem Public Library—

Scenic Regional Library – Diane Disbro, Steve Campbell

Schuyler County Library District

Seymour Community Library—

Sikeston Public Library—Ron Eifert

Ste. Genevieve County Library – Liz Rudloff

Stone County Library –

Texas County Library

Trails Regional Library –

Washington Public Library—

Webb City Public Library -

Webster County Library – Terri York

Willow Springs Public Library

Wright County Library

Missouri State Library – Robin Westphal, Jennifer Thompson, Debbie Musselman

MOBIUS – Debbie Luchenbill, Blake Graham-Henderson, Donna Bacon

1. Call to Order

Knight called the meeting to order at 9:04 a.m.

1. Minutes

Swane noted that in the June 7 2018 minutes, the following correction was needed: Under the Circulation Committee Report, the question mark should be replaced with the word “subcommittee” so that the entire sentence reads: “She asked if there could be a recommended template subcommittee for improvement.”

Campbell moved minutes be approved as amended. Lightfoot seconded. Minutes approved.

1. Executive Committee Report

a. Cataloging Committee Report – Ron Eifert

Eifert reported that the committee is fine-tuning the cataloging procedures already in place. They are standardizing magazine parts for consistency and addressing issues that arose from recent migration. Some records did not merge correctly and had to be resolved. Henderson indicated that the report run on unused magazine parts deleted 31,000 records.

b. Circulation Committee Report – Michelle Swane

Swane reported that there will be a Missouri Evergreen Open Forum at the MLA conference on Wednesday, October 10. A receipt template subcommittee is being formed; contact Karen Jones at Jefferson County Library with names of potential members. The transit slip project continues. MOBIUS will assist in training staff in circulation procedures.

A discussion followed regarding patron names on the slips. Some libraries are not following the recommendation to remove patron information on transit slips, including names. Westphal reminded the consortium that it is vital that we follow standards regarding patron confidentiality. Knight will ask the Circulation Committee to develop a policy to be brought to the Executive Board for approval that will be voted on by membership. Knight and the Executive Board will also begin work on a change to the bylaws that includes procedures to enforce this policy.

c. Reports Committee Report – Kyle Constant

Constant reported that the Reports Committee met on July 12. They discussed the recommendation of cloning templates in the XUL client to be used in Webby, as this is a known bug that is as yet unresolved. 39 reports were cut in Round 1, and the committee resolved issues with reports that were requested for reconsideration by recommending replacement reports that did nearly the same task. Round 2 cuts will be discussed at August 23 meeting, so recommendations for reconsideration must be received by August 22. Also addressed at the August 23 meeting will be reports used for inventory.

d. OPAC Committee Report – Shannon Midyett

Midyett did not attend the meeting; Henderson gave the report. Henderson said that the OPAC Committee is looking for unfavorable search results in the OPAC and the committee would like examples of unfavorable results sent to them. Henderson reminded membership that the staff client is designed to receive more results than the patron client.

e. Finance Committee Report – Sue Lightfoot

Lightfoot reported that the newly created Finance Committee has not had its first meeting; will be meeting in the next week. Members of the Finance Committee are: Sue Lightfoot (Chair), Terri York, Tiffany Taylor, Kjersti Merseal, and Jake Johnson.

The Finance Committee has been created in light of the decision by Evergreen and the State Library for the State Library to contract directly with Missouri Evergreen for delivery and payment of ILS services. The Committee will review the best methods of fund management, contracts, and disbursement. The committee may develop an RFI or RFQ requesting services for fund management, contracted services such as the ILS, web page, and cloud storage; fund disbursements for services such as collection, holds, and overdue notification, apps, authority control, and OPAC database enhancements; the list of services may expand as the work of the committee continues and as membership identifies needs. The committee will be seeking input from membership prior to the April 2019 agreement with the State Library and will present their findings at the December 2018 meeting.

1. Evergreen Graphic – Kathy Condon-Boettcher

Condon-Boettcher reported that according to the survey voted on by Evergreen members, the graphic with the word “Evergreen” extending beyond the state outline was the preferred image. Knight entertained a motion to accept the graphic. York motioned to accept the graphic; Klipsch seconded the motion. Condon-Boettcher will email membership with the approved graphic.

1. Hoopla Records – Blake Henderson

Henderson reported that there are over 600,000 records owned by Hoopla that if added to the database would slow it down. In addition, most Hoopla users go directly to Hoopla and not to the database for items. There are currently about 50,000 popular items owned by Hoopla that are already in the catalog. The libraries that opened the ticket asking for the records to be added indicated that they understood this request is more than the consortium needed and no longer want these records added.

1. Library Card holders with 2 library systems and bills

Knight reported that Evergreen standard practice is to deny a patron more than 1 account in Evergreen when fines are owed on another account. The recommendation from attorney Adam Sommer is that individual Evergreen libraries should have their own local policy stating that a library will check the Evergreen consortium for a patron’s account before registering them for a new account. In addition, Evergreen as a consortium should have a similar policy stating the same. Knight will contact the Executive Board regarding this and will submit wording for this policy by the next meeting.

1. MOBIUS Update – Donna Bacon, Debbie Luchenbill, Blake Henderson

Luchenbill reported that Riverside Regional Library went live in June and that Cass County Library’s go live date is August 27; Seymour Community Library has decided to join Evergreen after initially being unable to commit – their tentative go live date is June 2019. Oregon and Ray County Libraries have expressed interest. Presented training to Ste Genevieve Library in June.

Henderson reported that he is training Ted Peterson on migrations so that there is another person who can do migrations. The upgrade to 3.0.9 went well. ISBN extract now includes more columns (NOVelist) introducing chunking. Performed tweaks to increase speed and free up memory.

Bacon reported that the size of our database needed to be doubled in size following authority control and additional new member libraries. MOBIUS requested $179,460.98 for FY 17-18 and the State Library awarded $159,348, a reduction of $20,112.98. For FY 18-19, MOBIUS requested $193,400.96 and was awarded $127,478.40. The new contract with the State Library will need to address decrease in funding but the libraries’ agreed upon 3% increase in funding will address some of this.

1. State Library – Robin Westphal

Westphal discussed funding for Evergreen; the State Library pays 66%; member libraries cover a good portion of the remainder. The State Library, as planned, paid $32,000 less this year than they did last year.

Need from member libraries: anecdotal stories about what resource sharing has done to improve services to patrons. Send these stories to Thompson, Musselman, or Westphal.

As the State Library transitions from the relationship being directly with MOBIUS to being directly with Evergreen, the State Library plans to help member libraries meet their expectations.

1. Other

Knight reported that the date and time of the next meeting is still being decided upon, but that it will be in October 2018.

Knight entertained a motion to adjourn; Klipsch made the motion, Szostak seconded. Meeting adjourned at 11:05 a.m.

Respectfully submitted,

Kathy Condon-Boettcher

Secretary