

Missouri Evergreen Meeting Minutes
February 12, 2021
Via Zoom

Attending:

- Steve Campbell, Scenic Regional Public Libraries
- Shannon Midyett
- Dan Brower, Cass County Public Library
- Anita
- Candy Warren, Livingston County Public Library
- Charity
- Colleen Knight
- Debbie Musselman, Missouri State Library
- Diane Disbro, Scenic Regional Public Libraries
- Elizabeth Steffen, Festus Public Library
- Emily Slama, Pulaski County
- Glenda
- Janet Caruthers, Missouri State Library
- Jake Johnson
- Jane, MALA
- Jodi Moore
- JoEllen
- Kate Coleman, Jefferson County Library
- Kyle Constant
- Lori Mangan
- M Robbins
- Nate Beyerink
- Nelson Appell, Washington Public Library
- Pamela Withrow, Jefferson County Library
- Ron Eifert
- Sue Szostak
- Teresa Tidwell, Caruthersville Public Library
- Terri York
- Tony Benningfield, Jefferson County Library
- Robin Westphal, Missouri State Library
- Rachael Grime, Little Dixie Regional Libraries

I. Called to order at 10:07 by President Shannon Midyett

II. Motion to accept the minutes as presented by Kate Coleman, Seconded by Rebecca Payne.
Approved.

III. Executive Committee Report

- a. Evergreen Upgrade - New upgrade for Evergreen planned within the next few months. May upgrade planned for the next few years on a consistent basis. Migrations will freeze for new member libraries two weeks before and two weeks after.
- b. RFPs & Demos - Joplin has submitted RFP to Missouri Evergreen. St. James has visited Scenic Regional for a demonstration of Missouri Evergreen. Henry County has also expressed interest and has asked for a presentation for their library board.
- c. 2021 Meeting Calendar distributed to member libraries

- d. Update of ME Discussion Lists - reminder to member libraries to update discussion lists as staff changes within their libraries
- e. Call out for Committee Members - Encouraging new members to participate in new committees to keep committees fresh and engaging
- f. Member Engagement - Online form to encourage members to join committees to be placed on ME Website
- g. Personnel Committee - Establishing a personnel committee recommended by President Midyett. Recommendation that a PT Cataloging staff person be hired at a later date. Steve Campbell, Coleen Knight, Jo Ellen Pratt, Emily Slama, Rebecca Payne placed upon this personnel committee.

IV. Financial Report - Sue Lightfoot & Amigos

No staff from AMIGOS nor Sue were available for the meeting. Financial reports shared by Midyett that were prepared by AMIGOS.

V. Committee Reports

- a. Membership & Fees - Dan Brower
 - i. New Fee structure Proposal - Due to erratic circulation statistics, membership and fees would like to change the fee structure and relieve the pressure on smaller libraries that have a budget less of \$300,000. Elimination of a reserve fund. After discussion with the Missouri State Library about possible changes in future grant funding, it was decided to postpone a decision on the fee structure. Concept Tabled, Motion by Dan Brower, Seconded Steve Campbell
 - ii. Reserve Fund Policy - Concept Tabled, Motion by Dan Brower, Seconded Steve Campbell
 - iii. Development Fund Policy- Concept Tabled, Motion by Dan Brower, Seconded Steve Campbell
- b. Cataloging - Kate Coleman
 - i. ISBN Deduplication Debrief - Holdings that had been deduplicated may need followup from catalogers to make sure items are on correct bib records.
 - ii. Future Meetings - cataloging members encouraged to attend future meetings via Zoom on 3/8 and 4/12 at 11am
- c. Circulation - Diane Disbro
 - i. Circulation Policy Revision - Updated Circulation Policy Revision presented by Diane. Minor changes and Equinox will be contacted for changes.
 - ii. Materials Handling Best Practices - Best practices document updated by Circulation Committee. Approved by all.
 - iii. Future Meetings - February 23 and March 23

VI. Amigos

No representatives available

VII. Missouri State Library

No report

VIII. Other

A. Strategic Planning Committee - Steve Campbell

i. Candy Warren will be replacing Tanya "Lola" Shelton-Council on the committee.

ii. Each member surveyed four consortia from around the country and will be evaluating data for future Evergreen plans.

iii. Survey sent out to Evergreen member libraries for future planning. 38 replies as of this date.

B. MALA Introduction

i. Introduction of new director of MALA

ii. Reminder of fees paid by state library and how courier works