

Missouri Evergreen Regular Meeting

October 14, 2021

Start 10:00 AM

Attendance:

Heartland Library-Kendall

Michael Davis

Pamela Withrow

Sue Lightfoot-Horine

Terri York

Tony Benningfield

Karen Moore

Shannon Midyett

Anita Dodd

Emily Slama

Ron Eifert

Kate Coleman

Meredith McCarthy

Corine Thorne

Charity

Stacy Hisle

Jane @ MALA

JoEllen

Jordan Myers

Kristin Evans

Lee Ann

Lisa Garro

Lori Mangan

Allyson Hopkins

Elizabeth Steffen

Nate Beyerink

Steve Campbell

Greg Whitmore

Teresa Tidwell

Cathy Dame

Cooper

Debbie Musselman

Jackie Hawes

Nelson Appell

Robin Westphal

Traci Clair

Rebecca Payne

Ms. Midyett opened the meeting, and asked for a motion to approve the minutes from the previous meeting. Ms. Lightfoot-Horine made the motion to approve. Ron Eifert seconded. All voted in favor.

Motion Carried.

Executive Report

Rolla joined Missouri Evergreen on September 9th. Everything seems to be going well with their migration. There is a new director at Cedar County, but they still appear to be on track for their migration. Reynolds County will go live in January. Mr. Campbell asked what percentage of items won't be attached to existing records. Ms. Midyett said that it is difficult to know, but she estimates less than 5%. Ralls County signed MOU on October 12th. St. Joseph is presenting the MOU to their library board. Mr. Campbell shared that the director at Missouri River Regional expressed a lot of interest at MLA over joining Evergreen.

LeeAnn mentioned that the onboarding committee want to make sure that libraries understand the grant timeline.

For clarification-the automation grant is an open call grant that takes 2-4 weeks. The migration grant helps cover migration fees, full or partial first year (depending on when the library migrates), supplies, and some personnel costs.

Ms. Midyett asked if the membership still wants to continue with the planned upgrade cycle. This would move the consortium to version 3.7 in April. Membership was not opposed to continuing the upgrade schedule.

Next, Ms. Midyett shared the results of the first Missouri Evergreen User's Conference, held at MLA. There was some attendance from current and prospective members. Copies of the presentations are

being sent out. Ms. Midyett also discussed holding regional in-person or virtual trainings. Ms. Lightfoot-Horine asked if the trainings would be customized. Ms. Midyett shared that currently the consortium has held trainings as needed. She would like to see regional in-person training on top of the training already happening. She plans to send a survey to determine need. Some suggestions were reports, suspended holds, and carousels.

The consortium executive director position was discussed. So far, there has only been one applicant. It has been reposted to MALA and MLA, but not Amigos. Ms. Coleman recommends sharing to relevant listservs. Ms. Midyett stated that she might share it on the ALA jobline list, as well. Ms. McCarthy & Mr. Campbell both mentioned that they get good responses from posting on Indeed.

Mr. Campbell next asked where the attorney bill needed to be sent. Ms. Midyett asked him to send it to moevergreen@amigos.com.

Ms. Midyett shared the information she received back from Equinox regarding cyber security. They handle security for Evergreen data. For a more thorough explanation they offered a follow-up meeting, if interested.

This year the December meeting will be held electronically, instead of at MPLD.

Financial Report

Ms. Evans shared that the financial report shows lots of income generated because of annual billing. There was also a big payment to Equinox. Ms. Midyett requested the amount in the reserve fund, which is \$163,756.90. Mr. Campbell asked for a reminder on the reserve policy, and Ms. Midyett stated it is 50% of the prior year's budget. Mr. Campbell verified that we are meeting the reserve fund policy.

Cataloging Committee

The new consortium cataloger, Gregg Whitmore, was introduced. It was also mentioned that the October cataloging committee meeting is moved to October 18th. A de-duplication update was provided. The committee is reaching out to other library consortiums to see how they handle migrations and duplicated records.

Circulation Committee

The committee has formed a working group to address billing best practices. They also mentioned courier issues, which will be addressed later in the meeting.

Onboarding Committee

The committee has discussed changing the timeline due to the new grant process. They are also moving to a quarterly meeting. Ms. Midyett plans to create a post-migration survey.

Reports Committee

The committee is still meeting monthly. Every other meeting is a working meeting. They have been creating instructions for each report, which can be found on the ME website. Ms. Midyett shared that there is no timeline on the new report module currently.

Reciprocal Borrowing Committee

Mr. Campbell shared that Jeff Trinkle is the chair, and they are still trying to schedule a meeting.

Amigos

Invoices have been sent out for annual billing. Still waiting on 22 payments. \$4,000 was sent to Equinox for the development fund. Ms. Evans asked where the special projects fund needs to be addressed in the budget. Ms. Midyett and Ms. Lightfoot-Horine will meet to address that question. Mr. Campbell recalls that the intention of the new fee structure was for 3% to go towards development. Ms. Lightfoot-Horine suggests the board make a decision and present it at the December meeting.

MALA

An explanation of how the courier service functions was presented. MALA contracts with Henry Industries, who then contracts with master couriers at each of the hubs. Each master courier then contracts with drivers. Many of the issues are because of substitute drivers who are not familiar with the library services. If libraries get postal deliveries they are asked to contact MALA immediately, and the library will be reimbursed for postage. Henry doesn't always know where the deliveries are getting into the USPS in the process. Ms. Mulvihill-Jones also mentioned the new MALAPRO training being offered, with 2 sessions being held per month. Both Ms. Midyett and Ms. McCarthy expressed concerns that the issues seem to be widespread, and many feel like there is nothing being done to correct the problems. Ms. Coleman asked about the contract and when it ends. There is another year or so left. Ms. McCarthy asked if there is a process for libraries that are not receiving the service they are paying for. Ms. Mulvihill-Jones said they can email her directly. Ms. Midyett asked Mr. Eifert if a button can be placed on the ME website that links directly to the MALA courier resources page.

MOSL

Ms. Westphal shared that they are working through the ARPA grants and the Strengthening Missourians grant. It was also mentioned that the technology mini grant is due October 15th.

With no other matters to come before the membership, Ms. Lightfoot-Horine made a motion to adjourn. Ms. Coleman seconded. All in favor. **Meeting adjourned.**