



**PrairieCat Delegates Assembly
January 25, 2023
10:30 a.m. – 12:00 p.m.
Online via Zoom**

Please use the link below to register online via Zoom:

https://railslibraries.zoom.us/webinar/register/WN_G0ar3ZILT2a6sA5ckZcRHw

Minutes

The Delegates Assembly met on Wednesday, January 25, 10:30 a.m. – 12:00 p.m. Delegates Assembly participation is required of all Fully Participating and Basic Online libraries and the four Union List reps. As always, please remember that only officially designated Delegates or their Alternates can vote on behalf of their library. Substitutes will not be permitted to vote, and there are no proxy votes if a delegate is not present.

PUBLIC COMMENT: Public comments may be submitted via email to Carolyn.coulter@prairiecat.info at least two hours before the beginning of the meeting.

I. Call to order and welcome

Present via Zoom: Alaina Tuttle, Amy Walsh, Joanna Kluever, Cynthia Cole, Denise Tollensdorf, Megan Gove, Alexandra Annen, Emily Kofoid, Sue Stevens, Claire Crawford, Brandy Marsden, Brandy Marsden, Laura Watson, Annette Davis, Jeannie Barry, Julie Harte, Jenna Diedrich, Britni Hartman, Cathy Palmer, Beth Tepen, Valerie Woodley, Jacqy Peterson, Laurel Reiss, Janice May, Noreen Bormet, Amy Runkle, Lynne Noffke, Penny Bryant, Kim Scace, Beth Wood, Jennifer Barton, Emily Porter, Tori Drews, Amy Freeman, Mindy Long, Karen Lonergan, Stephanie Nissen, Andy Newgren, April Hoste, Nick Weber, Mary Petro, Laura Crisp, Jodie DePatis, Laura Long, Beth Ryan, Emily Schaub, Resa Mai, Michelle Krooswyk, Ann Marie Jinkins, Jamie Lockwood, Leah Bill, Barb Posinger, Kelly McCully, Bryon Lear, Jolene Franciskovich, Tari Sangston, Lauren Offerman, Jennifer Shugrue, Anna Allison, Kim Brozovich, Karen Sutura, Jourdan Wendt, Rylie Roubal, Pennie Miller, Cynthia Maxwell, Brenda Weinberg, Ashley H, pper, Angela Campbell, Lynette Heiden, Linda Schreiber, Julie Wayland, Paige Frechmann, Kristi Scherer, Jay Kalman, Deanna Howard, Kimberly Martin, Amanda Burger, Emma Rose Conway, Renee Kozeal, Jan Ambrose, Sondra Terry, Sarah Flanagan, Heather Black, Shelley Augustine, Elaine Chapman, Michelle Bailey, Victoria Blackmer, Melissa Landis, Allison Beasley, Janet Clark, Maria Meachum, Sheree Kozellaha, Amy Fry, Lou Carlile, Rene leyva, Ashley Huffines, Emiy Faulkner, Connie Baele, Meridith Layne, Magda Bonny, Teri Schwenneker, Carolyn Mesick, Mary Cheatwood, Julie Voss, Heather Swanson, Lynn Sheedy, Elizabeth Smith, Chelsey DeSplinter, Anna Behm, Leila Heath, Emily Faulkner, Carolyn Coulter

Libraries represented: See vote and quorum sheet.

Faulkner (Chair-DK) started the meeting at 10:33 am. Faulkner welcomed everyone.

II. Introductions and welcome new delegates or alternates

Allison Beasley introduced herself as the new Director at Kankakee Public Library.
Elaine Chapman introduced herself as the new Alternate for Reddick Public Library.

- III. Introduction of Guests
Anna Behm introduced herself as the eContent Specialist at RAILS.
- IV. Review of agenda for additions/changes
There were no revisions.
- V. Public Comments via Zoom Meeting
There were no public comments.
- VI. Consent Agenda
 - a. Approve minutes for October 26, 2022, PrairieCat Delegates Assembly meeting
 - b. Central Site report including financial and statistical reports

Motion #1: Offerman (TC) moved and Ryan (JO) seconded to approve the consent agenda as presented. There was no discussion on the motion. Motion carries on a roll call.

Ayes: 95

Nays: 0

Abstentions: 0

- VII. Administrative Council Report
 - a. Finance Committee Report – Report from Finance Committee meeting, December 15, 2022
Coulter (PrairieCat) stated that the Finance Committee discussed the new fee structure of eRead Illinois and whether it should be brought to the Administrative Council for consideration to join as a consortium. The Committee recommended sending this topic to Administrative Council to consider passing along to the Delegates Assembly.
 - b. Resource Sharing Committee Report – Report from Resource Sharing meeting, November 29, 2022.
 - i. Q and A for IT Services opt-in, Feb. 10th, 9AM with OSI, inc.
Coulter (PrairieCat) said the Resource Sharing Committee met on November 29th to discuss the finalization of the blanket contract with Office Specialists, Inc for IT services. This is an opt-in that will soon be available to the membership. For those interested or wishing to learn more, there is a Q&A session scheduled for February 10th at 9:00am. Webinar details and registration can be found on L2.
- VIII. PrairieCat Membership Update, Training and Outreach report (Elizabeth Smith)
Smith (PrairieCat) gave an update on projects related to membership and training. Putnam County Schools is adding their Primary School. Their Go Live date has been pushed back to the end of 2023 due to limited staff at the school district. Rock Island is adding their Watts-Midtown branch. Because this is a building project there are delays, but a soft launch is tentatively scheduled for February 2023. Mount Carroll Public Library is upgrading from Union List to Basic Online with a projected Go Live of February 2023. Lostant Community library is joining PrairieCat as a Basic Online member. The Librarian is continuing to add items and has more than 50% entered. They are now filling hold requests from their collection.

Smith continued giving a review of recent member events:

Resource Sharing Summit | Nov 2022

Vega Showcases Training | Dec 2023

Member Update | Dec 2023

Strategic Plan Evaluation Listening Session | Jan 2023

PrairieCat also has some Virtual CE and Training Sessions and Spring Member Updates in the works. PUG (PrairieCat Users Group) Day will be in person in 2023. This will be a one-day professional development and training event for member libraries. Stay tuned for details on the meeting date and location. Smith reminded the Delegates that both virtual and in person site visits from PrairieCat staff are available. Request a site visit by filling out the form on PrairieCat's support site.

Smith discussed PrairieCat's training platform, TalentLMS. TalentLMS has course offerings that include holds, searching, Encore, circulation, advanced circulation, reports-Decision Center and Create Lists, ILL Module Overview and Technical Services-acquisitions, item entry and serials. In the past 30 days, there have been 16 new users, 76 logged in users, 259 log ins, 184 completed courses. PrairieCat also offers on-demand training.

Smith said Vega Discover is available for the libraries to trial launch to the public. Visit the Vega page on the PrairieCat support site for details, FAQ, promotional materials, recorded trainings, and more. Please note, eMaterials and eCommerce are not integrated at this time. Check the FAQ, then report any issues or questions to the help desk. All collection and kiosk sites have a New Catalog Survey linked at the top of each page.

- a. Review, compliance process for PrairieCat
Smith (PrairieCat) reviewed the compliance rules for the membership explaining that attendance at the Delegates Assembly meetings is required of all Fully Participating and Basic Online PrairieCat members and the four Union Listing Representatives. If a member library or Union List Delegate is not represented by their Delegate or Alternate at two of the four scheduled Delegates Assembly meetings, a fine in the amount of \$150 will be assessed to that member library. If a member library is not represented at the Delegates Assembly by their Delegate or Alternate in person at least once a year, a fine in the amount of \$150 will be assessed to that member library. This requirement is waived for Union List Delegates. NOTE: The in-person part of the attendance rules will not be enforced until the State of Illinois, once again, requires in-person attendance for quorum.

IX. ACTION: Vote to change bylaws regarding timing of draft budget presentation to Delegates Assembly

Motion #2: Drews (SD) moved and Blackmer (CV) seconded to approve moving draft budget presentation to the Delegates from October to January in the bylaws. There was no discussion on the motion. Motion carries on a roll call.

Ayes: 99

Nays: 0

Abstentions: 0

- X. Delegates Assembly meeting location plan for FY24
Coulter (PrairieCat) stated as discussed at the October PrairieCat Delegates Assembly meeting and at subsequent Administrative Council meetings, PrairieCat will be moving the Delegates Assembly meeting locations around the PrairieCat's large territory to help accommodate the membership. The PrairieCat Administrative Council agreed to this plan at their January 6th meeting.
July Meetings: North Suburban Public Library District, Loves Park, IL
October Meetings: Senica's Oak Ridge Golf Club, LaSalle, IL
January Meetings: New Lennox Public Library/Moline Public Library
(The plan here would be to have the January meeting at New Lennox one year and the next year's January meeting would be at Moline)
April Meetings: Senica's Oak Ridge Golf Club, LaSalle, IL

Miller (PP) asked why three of the meeting locations are in the Southern portion of the territory? Coulter responded that this is due to trying to find member libraries large enough to hold the Delegates Assembly.

- XI. Discussion, eRead Illinois participation for all fully participating or basic online PrairieCat members, RAILS Presentation via Zoom
Behm (RAILS) gave the eRead Illinois Presentation to the Delegates. She explained what eRead Illinois is, what its benefits are, the changing fee structure and why PrairieCat should join as a consortium.

Faulkner (DK) asked if there are other services libraries could get rid of that eRead would replace. Behm said that question is better answered on a per library basis. Some of the larger members use eRead Illinois as a supplemental service along with such services as OverDrive. However, there are several members where eRead Illinois is their only eContent provider. Drews (SD) stated We love eRead! It competes well with Libby among our patrons. Kluever (MS) said eRead is an insanely good value. Our patrons love it. Ryan (JO) said eRead is excellent. It's my staff's favorite. Wonderful content, very very very short wait times if any. Hartman (SC) said eRead is our only e-Content. We can't afford anything else. I'm especially excited to see content being integrated into Vega! Sheedy (OG) asked when does eRead Illinois invoice its members? Behm replied billing follows their fiscal year (July-June). An intent to commit statement is sent out in March/April that asks current members if they plan to renew their membership. Those who reply yes will then be invoiced. Public Libraries are billed in July, but we wait to bill schools until August when they return from summer break. Watson (HC) asked if academics are charged the same as schools? Behm stated no, there are different tiers for academics. It is based on enrollment, but the tiers are different. Miller (PP) we love eRead Illinois and this is the only way were, as a small library, are able to offer eContent to our patrons. Leyva (FR) asked if this would have to be an unanimous vote to join eRead as a consortium. Coulter (PrairieCat) responded no, it would only have to be a majority vote, but remember this is just a discussion topic right now, there is no vote today. Ryan asked, for the libraries that are not currently members would they be able to get a trial to properly check it out? Behm said yes, please email her directly.
Ambrose (MB) As a small library that doesn't have ebooks, this is a great resource for our patrons. I don't mind having the fee stay the same to keep the amount of books as large as possible. Roubal (HK) asked Has the app improved lately? We dropped eRead a couple years ago. Behm replied that they have really worked hard to fix the app and there haven't been any issues. Crisp (TW) said she is currently on of the schools who has eRead Illinois. We love it, it is really great and is our only access to eBooks and audiobooks. We are a rural, consolidated school district, with four

buildings. We only have 800 students K-12. Right now, we pay the \$250, but with the new fee structure that will increase to \$630, with the discount, \$700 without. There is a real concern that I will not be able to convince my district to pay these higher amounts. Behm acknowledged Crisp's concern and said they have heard similar concerns from rural schools. She'd be happy to have a one-on-one conversation to discuss consideration strategies and get you information to take to stakeholders. Woodley (WR) asked how does this work with eBooks in Vega? Coulter answered, saying eRead Illinois is already integrated with Vega for non-consortium, but we are still waiting for them to release consortia integration for any eBooks. When they do release it, eRead will integrate with Vega, along with OverDrive and Hoopla and some other vendors.

Kluever suggested bringing eRead Illinois to a vote in April. The Delegates agree to vote on eRead Illinois in April.

- I. Public Comments via previously submitted email (see above), in person or online
Sheedy (OG) said thank you to the PrairieCat Staff for the support they have given her when she took this role on November 28th. They have made things move very smoothly.
- II. Adjournment
The meeting adjourned at 11:54pm
- III. Next regularly scheduled meeting, April 26, 2023, Senica's Oak Ridge Golf Club and online via Zoom.