![PrairieCat logo]

Resource Sharing Committee
Minutes
Wednesday, January 26th, 2022, 1:00-2:00 pm

Online via Zoom

Please use the link below to register online via Zoom:

https://railslibraries.zoom.us/meeting/register/tJUocuuvrzopEtCH0uSZmV7NNr9t-tmngWgn

The council met virtually due to the coronavirus pandemic in
accordance with rules and procedures contained in section
7(e) of the OMA as (1) there is a state-issued disaster
declaration related to public health concerns in place over
all or part of the jurisdiction of the public body; (2) the
head of the public body determines that an in-person
meeting is not practical or prudent because of the disaster

PUBLIC COMMENT: Members of the public will be able to chat or speak during
the virtual Zoom meeting during the public comment. Public comments may be
submitted via email to Carolyn.Coulter@railslibraries.info at least two hours
before the meeting.

1. Call to order, welcome and introductions
   Ruhnke (Chair-PU) called the meeting to order at 1:00 pm. The committee
   introduced themselves.

   Present via Zoom: Debbie Griggs (TC), Cristy Stupegia (LS), Carolyn Coulter
   (PrairieCat), Charm Ruhnke (Chair-PU), Chelsey DeSplinter (PrairieCat), Magda
   Bonny (PrairieCat), Kim Brozovich (RP), Dana Fine (PR), Rici Dale (RL), Lynne
   Noffke (LI), Elizabeth Smith (PrairieCat), Patti Smith (RO), Pennie Miller (PP),
   John Slanicky (PrairieCat)

   Absent: Melissa Landis (PrairieCat)

2. Introduction of Visitors and Public Comments
   There were no public comments or visitors.

3. Review agenda for additions/changes
   Ruhnke (PU) added Find More Illinois to the agenda.

4. Approval, minutes from 11/12/2021 (Summit Debrief) and 1/13/2022

   **Motion #1: Stupegia (LS) moved and Dale (RL) seconded <u>to approve the
   November 12, 2021 minutes and the January 13, 2021 minutes as
   presented.</u> There was no discussion on the motion. Motion carries by
   vocal affirmation.**

   Abstentions:

5. Discussion and recap, PrairieCat Plus prioritization and next steps
    Ruhnke (PU) reminded everyone of the meeting that was held earlier in January to sort through the ideas gathered through Basecamp.
    Coulter (PrairieCat) recapped the last meeting, stating that our focus should be on Consulting Services and Physical Materials. Physical Materials would be an easy group buy and Consulting Services seemed to be the membership's biggest need. The goal of today's meeting is to narrow down the topics in each of those categories and decide which ones to move forward with. Ruhnke asked the Committee to vote on the two categories and the topics within each. The Committee voted to begin with Consulting Services and within that category, IT Support Services was most needed followed by Human Resources and Web Design.

    Coulter described the services needed from an IT Support Service: on-site and remote support, networking (firewalls, routers, switches) support, server support, desktop support. PrairieCat will request hourly rate bids based the number of member libraries participating. Ruhnke asked about the start of PrairieCat Plus and if there are multiple dates that libraries can join. Noffke (LI) said she thinks it should be a year-to-year membership for consistency. Ruhnke agreed, stating it would make sense for the membership to follow along with PrairieCat's fiscal year. Coulter commented that we will get better bids if we extend for three years. Coulter suggests doing an RFI to see the costs and terms, then gage the interest level. From there, we can put out an RFP.

    Coulter mentioned HR Consulting might be an easy place to start, as well. PrairieCat uses HR Source as a consulting firm. They do a great job and it would be fairly simple to get a group quote from them. Miller (PP) asked if we should pick a consulting service that would be beneficial to the large libraries and a different service that would be more appealing to the medium/small libraries.

    Coulter will create and send out a survey to decide on the top two consulting services. Once we have those results, we can move forward with those preferences. The results will be posted on Basecamp.

6. Discussion, allowing fine free libraries to add a 28-day bill notice
    Coulter (PrairieCat) stated that about 25% of PrairieCat libraries are fine free. Melissa Landis from PrairieCat conducted a survey amongst those fine free libraries and one suggestion, as a result, was to change some language in the notices and add a 28-day bill notice option. A meeting was held with the fine free libraries where they came up with new verbiage for the notices and, again, the suggestion to add the 28-day notice. These wording changes will apply to everyone, so it encompasses both fine and fine free libraries. Coulter continued, the Circulation Committee had some minor changes to the verbiage, but they were in agreement with the notice and the 28-day addition as well. We are now bringing these changes to the Resource Sharing Committee for their input.

    Dale (RL) the wording works fine for Reddick patrons. However, our library would prefer the 28-day bill notice. There does not seem to be enough time between the 14-day notice and the 21-day notice, so we prefer the 28-day. Fine (PR) echoed Dale's thoughts on the 28-day notices. Noffke (LI) agreed with the 28-day notice as well.

    The Committee agrees to allow the 28-day bill notice and wording changes.

7. Discussion, Find More Illinois
    Ruhnke (PU) asked the Committee to think about FMI and what that could mean for PrairieCat and the use of OCLC. Coulter (PrairieCat) mentioned that some of

the members will still want to remain in OCLC even if PrairieCat decides to drop the requirement. It might be possible to leverage MARC records from OCLC into their catalogs from member libraries and nonmembers will attach to them. The other possibility would be to use OCLC as a target, using WorldCat, in the autographic software. This could be a legal concern, but it is something to consider. We have to have a good source for bibliographic records and, right now, PrairieCat would have a hard time without OCLC. Just remember, this is very early discussion on the topic.

Smith (RO) said her library joined FMI right when it came out but had to drop it because there were so few members it was not cost effective to keep. Dale (RL) if FMI grows to encompass the state, for example, could we move Marc records away from OCLC? Coulter said if FMI grows that big, the OCLC records would almost have to be include from someone.
Miller (PP) asked if we did keep a few libraries in OCLC for the bibliographic records, would the cost be spread among the membership or fall strictly to those libraries? Coulter said if those few libraries are adding the benefits across the consortia, the consortia should cover the cost.

8. Public comments
   There were no public comments.

9. Adjournment
   Meeting adjourned at 1:50 pm.

Next meeting: Wednesday, April 27, 2022, 1:00-2:00 pm, Senica's Oak Ridge Golf Club and/or online via Zoom

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