RAILS CONSORTIA COMMITTEE MEETING
Monday, October 16, 2017
RAILS Burr Ridge
125 Tower Drive, Burr Ridge, IL 60527
MINUTES

1. **Welcome**
Paul Mills, RAILS Consortia Committee Chair, called the meeting to order at 9:30 a.m. and welcomed everyone.

2. **Designation of Minute Taker**
Jody Rubel, RAILS Administrative Assistant, was designated minute taker.

3. **Committee Membership Changes**
Ms. Plass welcomed the new committee members: Gwen Gregory, RAILS Board; Susan Westgate, MAGIC; Andy Kim, CCS.

4. **Roll Call of Members**
Burr Ridge: Betsy Adamowski, Yvonne Bergendorf, Lindsay Braddy, Dawn Bussey, Carol Dawe, Gwen Gregory, Matt Hammermeister, Rebecca Malinowski, Paul Mills, Lauren Offerman, Aaron Skog, Susan Westgate, Rich Wolff
Coal Valley: Carolyn Coulter
East Peoria: Barbara Love, Kendal Orrison
Phone: Debbie Bloom, Kristine Hammerstrand (joined 9:35 a.m.), Andy Kim, Jennifer Slaney
Absent: Scott Pointon, Julie Wayland, Stacy Wittman

5. **Introductions of Guests; Announcements**
Burr Ridge: Lisa Bobis, Deirdre Brennan *(ex officio)*, Kate Hall *(ex officio)*, Kerry Halter, Mary Petro, Jane Plass *(ex officio)*, Jody Rubel, Margae Schmidt, Anne Slaughter *(ex officio),* Sharon Swanson, Colleen White
East Peoria: Erica Laughlin
IHLS—Edwardsville: Leslie Bednar *(ex officio)*
Illinois State Library: Deb Aggertt, Karen Egan, Gwen Harrison

6. **Public Comment**
There was no public comment.

7. **Adoption of the Agenda**
Mr. Wolff moved, and Ms. Dawe seconded, that

THE RAILS BOARD CONSORTIA COMMITTEE ADOPT THE OCTOBER 16, 2017 AGENDA AS PRESENTED.

The motion carried.

8. **Approval of Minutes of the July 24, 2017 Consortia Committee Meeting**
The minutes were amended to add an omitted name from the roll call.

Mr. Wolff moved, and Ms. Dawe seconded, that

THE RAILS BOARD CONSORTIA COMMITTEE APPROVE THE JULY 24, 2017 MINUTES AS AMENDED.

The motion carried.

9. **Acceptance of Minutes of the August 7, 2017 Consortial Model Working Group Meeting**
   Ms. Dawe moved, and Mr. Orrison seconded, that

   THE RAILS BOARD CONSORTIA COMMITTEE MEETING ACCEPT THE AUGUST 7, 2017 CONSORTIAL MODEL WORKING GROUP MINUTES AS PRESENTED.

   The motion carried.

10. **Acceptance of Minutes of the September 8, 2017 Cataloging Working Group Meeting**
    Mr. Orrison moved, and Ms. Malinowski seconded, that

    THE RAILS BOARD CONSORTIA COMMITTEE MEETING ACCEPT THE SEPTEMBER 8, 2017 CATALOGING WORKING GROUP MINUTES AS PRESENTED.

    The motion carried.

11. **New Business**
    a. **RAILS resource sharing priorities**
       Ms. Brennan reviewed top priorities identified in the 2013 RAILS strategic plan. Top priorities were CE and consulting, service to the unserved, and resource sharing. Members were reminded that RAILS is funded through an annual per capita and area grant and serves a large geographical area. RAILS is focused on equity, sustainability, and collaboration.

       Ms. Brennan stated the unserved population is a statewide issue with multiple causes. It is not just a rural issue; Cook County has the largest unserved population in the state. She identified examples where local efforts to bridge the gap were made through intergovernmental agreements. RAILS has advised public and school libraries on forming intergovernmental agreements to provide students who reside in unserved areas access to library materials.

       Since 2013, RAILS has taken steps to expand resource sharing by encouraging libraries to join LLSAPs and has broadened the LLSAP definition. It's important to recognize that all libraries, both consortium members and standalone libraries, contribute to resource sharing. Initiatives like the overlay project expand resource sharing and collaboration. It is important for RAILS to serve all RAILS members, including the 144 nonautomated libraries. Resource sharing is much more than sharing materials. RAILS is reviewing the LLSAP support model and strategic plan.

       Feedback from the committee suggested it may be time to survey libraries about needs and priorities to gauge how priorities may or may not have changed since 2013. Others commended RAILS efforts to promote resource sharing and noted that the LLSAP membership grants have been a positive step toward greater resource sharing.

b. **RAILS committee charges**
The RAILS Consortia Committee charge and related memo were reviewed. Members were asked to comment on key points/issues defined in the memo. Suggestions were made to change the name of the committee, be inclusive and invite all stakeholders to participate, and clearly define voting and quorum procedures for a consistent voice. Some members were of the opinion that the Consortia Committee as it stands has tackled many barriers, has met its charge, and now needs to evolve into a new direction. Suggestions for new models would be welcomed.

Mr. Wolff moved, and Mr. Hammermeister seconded, that

RAILS STAFF REVIEW THE COMMITTEE CHARGE TO ADDRESS POINTS OUTLINED IN THE OCTOBER 9, 2017 CONSORTIA COMMITTEE CHARGE MEMO, INCLUDING TAILORING THE CHARGE FOR SPECIFIC CONSORTIAL NEEDS, DEFINING THE COMMITTEE PURPOSE, AND IDENTIFYING AVENUES FOR BROADER RESOURCE SHARING.

The motion carried.

12. **Old Business**
   a. **Overlay project**
   Ms. Plass summarized the overlay project Q & A document included in the meeting packet. Key points included:
   - RAILS resource sharing goals and objectives in its strategic plan
   - Overlay project phases
   - Pilot project consortia participants; number and type of libraries participating
   - Cost scenarios
   - Recommended vendor software functionality
   - Benefits and value for the library and patron
   - Similar projects in other states

   The overlay is a solution for many and satisfies diverse patron needs. RAILS is assessing the budget for the project. Estimated costs are before contract negotiations, and there are options to minimize costs. It was restated that many questions about the overlay project can only be answered through the pilot project.

   After discussion, it was agreed by consensus to move the RAILS Overlay Software Search Working Group recommendation to the RAILS Board for final approval, so that RAILS staff may enter into contract negotiations.

   b. **Cataloging Software Working Group report and recommendations**
   Ms. Slaughter and Ms. Halter praised the working group members for their hard work in defining cataloging best practices and principles. Consortia Committee members also applauded their efforts. It was suggested that recommendations be periodically reviewed and that future working groups include diverse representation across library types.

   THE RAILS CONSORTIA COMMITTEE ACCEPTED BY ACCLAMATION THE RECOMMENDATIONS OUTLINED IN THE CATALOGING SOFTWARE WORKING GROUP REPORT.

   c. **Consortial Model Working Group recommendations**
Ms. Brennan reviewed the RAILS Consortial Model Working Group recommendations. It was noted that funding is unstable, and the recommendation provides a framework to ensure consortial sustainability and equity among consortia. The recommendations were amended due to the state having approved a budget after the August 7, 2017 working group meeting.

Mr. Orrison moved, and Mr. Wolff seconded, that

THE RAILS CONSORTIA COMMITTEE ACCEPT THE RECOMMENDATIONS FROM THE CONSORTIAL MODEL WORKING GROUP.

The motion carried.

   d. **Consortial staff in-service day on November 10, 2017**
Consortial staff statewide are invited to attend the November 10, 2017 consortial staff training at Waubonsee Community College. Staff should register by October 27. The morning activity will include speaker Michelle Bradley, Member Engagement Manager at Midwest Collaborative for Library Services (MCLS) in Michigan. The afternoon session will be used for table talk discussions; suggested topics can be sent to Anne Slaughter in advance.

13. Reports
The Consortia Committee Chair did not have a report, and there were no additions to the written reports from the consortia, working groups, or RAILS.

14. Future Meetings of the Consortia Committee
- January 22, 2018 at 9:30 a.m. (Fourth Monday to avoid Martin Luther King Day)
- April 16, 2018 at 9:30 a.m.

15. Adjournment
Ms. Dawe moved, and Mr. Wolff seconded, that

THE RAILS CONSORTIA COMMITTEE MEETING BE ADJOURNED AT 12:22 P.M.

The motion carried.