



Evergreen Indiana FAQ

About the consortium

- ❖ There are currently 90 members libraries statewide participating in Evergreen Indiana.
- ❖ Evergreen Indiana serves over 800,000 Indiana residents.
- ❖ EI patrons have access to over 6 million items.

Governance

- ❖ The EI Consortium is governed by an elected nine-member EI Executive Committee.
- ❖ The members of the Executive Committee and their respective terms as well as the meeting dates and minutes are available on the Evergreen Indiana website.

Member Communication

- ❖ Listservs – Cataloging, Support, Reports, Circulation
- ❖ Weekly Update blog
- ❖ Annual Meeting in May each year

Tech Support

- ❖ Helpdesk provides technical support.
- ❖ Evergreen Indiana Coordinator provides policy and procedure support.
- ❖ Regional Coordinators provide training and communication.

Policies and Procedures

- ❖ Membership in the EI Consortium is governed by policies adopted by the Executive Committee.
- ❖ Based on recommendations by various sub-committees, the EI Executive Committee has adopted catalog, circulation, staff card, patron confidentiality and software policies.
- ❖ Member libraries are responsible for reviewing these policies with their staff and implementing the policies at the local level.

Library cards and barcode labels

- ❖ Member libraries use a universal Evergreen library card purchased from Creative Data Products.

- ❖ The Indiana State Library reimburses the library for the first order of library cards necessary to replace currently issued outstanding library cards (*e.g.*, if a library currently has 9,000 cards issued and active, the State Library will purchase 9,000 library cards).
- ❖ The Indiana State Library also supports all fees for initial rebarcoding of library items.

Rebarcoding Items

- ❖ Evergreen uses a standard 14-digit bar code scheme. Those libraries with item barcodes of any other length must rebarcode before joining the consortium.
- ❖ The Indiana State Library provides rebarcoding printers, new high quality barcode labels, training and support.