VALE Executive Committee Meeting
April 19, 2011
Middlesex County College

FINAL

Present: J. Avrin, C. Daze, M. Gaunt, A. MacRitchie, N. Madacsi, D. Murray, T. Pavlovsky, D. Pinto, R. Sweeney, A. Unver

1. David Pinto convened the meeting. The minutes from the March 8, 2011 Joint Committee Chair/Executive Committee meeting were approved as distributed. The minutes from the following Executive Committee meeting were approved with the revision that committee chairs would receive the Users' Conference evaluation information.

2. Judy Avrin reviewed the March budget activity report, noting that the only activity was payment of catering invoices for the March 8th Joint Committee Meeting and the Scholarly Communications Workshop. Avrin advised that the catering cost for the workshop exceeded the amount approved at the February 4, 2011 Executive Committee meeting. She had contacted Pinto several days prior to the event at which time he approved the additional expenditure, noting that it needed to be addressed at the next meeting. After a brief discussion, it was recommended that future requests for approval of catering costs be estimated on the high side.

3. The proposed FY12 budget was distributed for review. It includes a $10,000 allocation for legal fees in anticipation of filing for 501(c)3 status. Committee support was raised by $1,000 due to increases in costs for committee programs. There is an estimated carryforward of $53,497 which will increase the Reserve Fund to about $270,000. The William Paterson University auditor had advised that a two year operating budget was appropriate and given the large projects VALE is pursuing, the large reserve will make these programs possible. Avrin noted that the cost for the FY11 RDA Toolkit subscriptions was added to the FY11 database total when calculating the service fee for FY12. After discussion the committee voted to maintain the 3.9% service fee and to present the proposed budget approval at the June 2, 2011 Members' Council Meeting.

4. Avrin reported that 26 libraries have subscribed to the RDA Toolkit with a May 1, 2011 – April 30, 2012 subscription. Two of the libraries already had existing subscriptions and their terms were prorated to coincide with the VALE term. Since those two schools paid for their current subscription in FY 11, they will not be able to process the VALE invoice until FY12. Avrin will contact the ALA about invoicing them separately. In FY13, a renewal term of May 1, 2012 – June 30, 2013 will be considered in order to have it coincide with early commitment renewals.

5. Taras Pavlovsky reported that the OLS Implementation Task Force met on March 25th and submitted an interim report on its charge of identifying a discovery tool. The Task Force looked at five library catalog interfaces and selected VuFind and Blacklight - both open source. The group is in the process of creating a shared data set with data from the five Alpha Implementers.

They will make them viewable through both discovery tools, then will solicit input from all all VALE members, especially from those participating in OLS.

XC (or Extensible Catalog, currently being developed by the University of Rochester) was not considered for selection because it is not completed and in production. However, it is very close to being finished, and is especially appealing because it can be extensively modified at the institution level without writing code. VOIT will be getting an online demo of XC and will consider adding it to the two already chosen.

6. A proposed charge to the Resource Sharing Committee was distributed. Pavlosky noted that since the goal of the VALE OLS Project is the creation of a single-instance shared library system for all VALE libraries, the OLS Steering Committee reached out to the Resource Sharing Committee for help in creating a joint circulation policy. Circulation policies need to be assessed and there was discussion of the desired level of granularity. The consensus was it would be more useful for the five alpha implementers to provide more complete circulation policy information and overdue/fine matrices rather than obtaining more limited data from 17 participants. Pavlovsky will insert a paragraph about the need for granularity and Pinto will forward the charge to Judy Matthew, Chair of the Resource Sharing Committee, for review.

7. Avrin reported that 22 vendor proposals for streaming video through NJVid were submitted to the Digital Media Committee and will be reviewed at their April 25th meeting. There was discussion of the need for Executive Committee input following the committee's review of the proposals. Although licensing and billing will be direct between the institutions and vendors, Avrin handled distribution of the RFPs to vendors and will process institution responses. Since VALE's name is on these offers it is important to evaluate whether the offers provide optimal pricing for the institutions and whether the workload can be supported.

Pinto reported that the NJEDge board is reviewing pricing models that will be provided to each NJEDge member shortly. They will be sent to each institution's Chief Information Officer and will include several options. Pinto will send the information to all VALE libraries and asked Avrin to make sure all library directors are subscribed to the directors' listserv.

It was unclear whether all titles from all vendors will be loaded on NJVid or just the ones that are purchased by members. Pinto will contact Sujay Daniel, NJVid Manager, for clarification and about a Memorandum of Understanding.

Three groups outside New Jersey have expressed interest in participating in VALE to take advantage of VALE's group pricing on the streaming video offers. They would have to subscribe directly to NJVid and would not have access to other VALE offers. After a lengthy discussion of VALE's mission and focus, the committee agreed that VALE would not extend membership to libraries outside New Jersey.

Richard Sweeney noted that given the many digital programs and initiatives underway at member institutions, it would be worth assessing interest in developing a digital library among VALE libraries. Although NJEdge is currently just focused on video, it can be used for other digital content. Pinto asked Sweeney to give a brief presentation at the June Members' Council meeting to consider next steps.

8. Pinto reviewed proposed revisions to the VALE Preferred Licensing Terms submitted by Electronic Resources Chair Richard Kearney. Several changes in specificity and tone were noted and after clarifying the issues with Kearney they will be submitted for an electronic vote.

9. Given that it appears the New Jersey State Library will continue to subscribe to the Ebsco suite of databases, Pinto will follow up with the Electronic Resources Committee about how to best distribute information from the General Periodical Review.

10. Avrin reported that Busch Campus Center does not allow scheduling a snow date without a potential penalty. As a result, the FY12 Users' Conference scheduled for Thursday, January, 5, 2012 will not have a snow date.

11. Gaunt met with Ciliberti and Cohn to draft new Bylaws in anticipation of meeting 501(c)3 requirements. One issue is how the Members' Council and Executive Committee will impact each other. Pinto has a checklist for all 501(c)3 requirements and will confirm that everything is addressed when he receives the draft Bylaws.

12. Avrin reported that the Annual Report group headed up by Luis Rodriguez is moving forward and that he suggested enlisting students in Kean University's graphic design program to create the cover art.

13. Andrea MacRitchie and Amira Unver agreed to be the nominating committee for upcoming openings on the Executive Committee. The slate must be provided in advance of the June Members' Council meeting. David Pinto will be ending his second two year term as chair and since there are no guidelines on how to select a replacement, it was recommended that the new chair be elected at the end of the June Executive Committee meeting following the Council meeting.

14. Following the joint committee meeting in March the duties of committee chairs were revised to include that all surveys be reviewed by the Assessment Committee prior to distribution.

15. Avrin noted that at the last Website Committee meeting it was requested that a template be created for the letters of appointment that committee chairs are required to send to new members and their library directors. Pinto will create a template.

16. Pinto noted the possibility that VALE will roll its Elsevier renewal into a Lyrasis negotiation and several issues need to be addressed regarding pricing and whether the shared title list will continue. The questions will be presented to Eric Zino in advance of his attendance at the Members' Council meeting.

17. Pavlovsky will report back on Elluminate, a desktop video conferencing application.

The next meeting is scheduled for June 2, 2011 at Drew University, following the Members' Council Meeting.

Minutes prepared by J. Avrin