

**VALE Executive Committee Meeting
November 8, 2011**

Middlesex County College

FINAL

Present: J. Avrin, A. Ciliberti, J. Crocker, M. Gaunt, N. Madacsi, D. Murray, T. Pavlovsky, L. Rodriguez, A. Scrimgeour, L. Siecke, R. Sweeney, J. Toth

1. Taras Pavlovsky convened the meeting. Minutes from the September 23, 2011 Executive Committee meeting were approved as corrected. Avrin will post them to the website.
2. Anne Ciliberti presented the September and October Budget Reports. Member payments totaling \$488,623 were received in October, for a YTD total of \$3,385,069. Expenditures include payment of vendor invoices totaling \$2,065,883, and additional invoices totaling \$626,703 have been submitted for payment. Payment of one vendor invoice is pending approval of State Required Pay-to-Play documentation and another vendor invoice is expected shortly. Additional expenditures include reimbursement of member library overpayments as well as reimbursement for a template for design and layout of the VALE Triennial Report. The Reserve Account was increased by \$2,500 to correct a duplicate recording of payment to Mark Sandford for the database project.
3. Marianne Gaunt reported on the activities of VALE's Open Library System (VOSC) Committee. She explained that the OLS charges approved at the September meeting were distributed to the four relevant committees: Reference Services, Resource Sharing, Bibliographic Control and Metadata and Cooperative Collection Management. At its meeting on October 31, the group received and discussed a draft OLS communications plan. After consideration of the communication ideas, VOSC agreed to recommend to the Executive Committee that funds be allocated for the creation of an OLS logo and dedicated OLS webpages on the VALE website. After deliberation, the group approved an expenditure of up to \$3,500 for this purpose.

Marianne also asked the group to consider VALID as the name of the VALE OLS system. The acronym stands for VALE's Academic Library Information Discovery. After discussion the group voted to approve the name.

A sub-committee of VOSC (Ciliberti, Gaunt and Toth) met with Taras Pavlovsky, Richard Sweeney and Kurt Wagner on October 31, to brainstorm approaches to the development of an OLS business plan. It was a productive meeting which brought forth consideration of when the project would move from a volunteer operation to paid staff and the need to escalate steps toward becoming an incorporated non-profit. Further progress in this regard will be forthcoming.

4. Luis Rodriguez reported that the Users' Conference Planning Committee has confirmed the keynote speaker will be Brian Mathews, Associate Dean for Learning and Outreach at

Virginia Tech University Libraries and author of the blog, *The Ubiquitous Librarian*. There will be 24 breakout sessions. The committee received 28 proposals for 23 available breakout session slots since one is reserved for the Keynote follow-up. Two were referred to poster sessions for a total of 20 posters. Committee chair Richard Kearny will be meeting with Busch Campus Center personnel in the next few weeks to review room and technical needs. Avrin sent conference ad solicitations to vendors and will work with Felician College library director Paul Glassman who is creating the program. The winner of the program cover design contest was Rachel Corres of NJIT. Pavlovsky will send a letter of acknowledgement on behalf of VALE.

5. A draft of the VALE triennial report was reviewed and a number of suggestions were discussed. The report should include more detail about professional development, cost savings, collaboration and expanding access to information. Pavlovsky will request that all Executive Committee liaisons write two to three paragraphs on their committee's accomplishments over the past three years for use as source material. There is a one week deadline for submission of the information. Photographs from last year's Users' Conference are included in the draft report and there was discussion about whether a release is needed. Avrin will review last year's registration information to determine if it included a message about permission to use photographs taken at the event.
6. Pavlovsky facilitated an extensive review and discussion of a new set of draft VALE bylaws. As an initial step in the preliminary work of seeking non-profit status, Ciliberti, Cohn and Gaunt had developed a substantially new set of bylaws thought to support the application for non-profit status. Several substantive changes were discussed and agreed upon, including efforts to update the procedures to conform to current practices. A significant change reflected in the document is a change in the status of the Members' Council, which would be reconstituted without elected officers. This revision clarifies that VALE is one organization governed by a Board of Directors. After considerable deliberation the group agreed to several proposed changes. Pavlovsky and Ciliberti will rework the document incorporating the changes and distribute for a second review and consideration. The group was reminded that the February 3rd Members' Council meeting would be the timeframe for having membership approve the modifications.
7. The group also addressed three topics related to the NJVid streaming video service now available from NJEDge.
 - Pavlovsky reported that based upon his survey of VALE members, it appears that 16 institutions have purchased the NJVid service. Ciliberti distributed a revised pricing scheme recently sent by NJEDge that provides lower pricing options on a tiered basis. Because there was confusion about the interpretation of the new price schedule, Ciliberti volunteered to look into it and let others know.
 - Gaunt shared a draft Memorandum of Understanding that she is developing to establish NJVid service levels and VALE institution responsibilities. She conferred with NJEDge leadership in developing the draft but asked that members of the Executive Committee send her feedback.

- Avrin described a situation involving competing offers for streaming video content that may result in confusion among VALE libraries interested in licensing digital media. After discussion, the group agreed that representatives from VALE's Digital Media Committee and Executive Committee liaison David Murray should reach out to interested parties to clarify pricing and other benefits and to share that information with VALE members.
8. The committee had been asked to review past strategic planning efforts in consideration of a new initiative. Ciliberti noted that as a volunteer organization, it might not be possible to devote additional time and resources at this time, particularly with an initiative as large as VALID ahead of us. In discussion that followed, several options were suggested, including sponsoring a one-day event, open to all VALE members, not just directors and committee chairs. Three people would be needed to develop it and Joe Toth will prepare a proposal for consideration prior to the February 3rd Members' Council meeting.
 9. Avrin reported that a meeting was held with Nature Publishing representatives, the licensing issue was resolved, and a new license is being prepared.
 10. Ciliberti reviewed drafted revisions to the VALE Memorandum of Understanding. The genesis of the revision was the need to include wording about adding or dropping databases in the middle of subscription terms. After discussion, the consensus was that in light of upcoming major initiatives, these changes were not significant enough to require sending the MOU for signature at this time. Avrin is sending copies of existing MOUs to the library directors who are new since it was signed in 2006.
 11. Jane Crocker reported that before stepping down as Executive Committee liaison, she spoke to Website Committee chair Denise O'Shea about its recommendation to have a VALE public relations person. There is a need to integrate and promote to VALE members, as well as outsiders, all the things that VALE is doing. New committee liaison Richard Sweeney will relay the Executive Committee's request that they write a preliminary job description for the position.
 12. Ciliberti discussed the memo submitted by Electronic Resources Committee Chair, Richard Kearney. Historically, the Finance Committee has been charged with vendor negotiations for VALE subscriptions. However, the committee requested authorization to form a subcommittee to allow discussions and negotiations with vendors for consortial offers at any time of the year, regardless of whether commencement dates are consistent with existing VALE subscription cycles. In addition, they want to create a secure, non-public discussion list consisting of the electronic resources librarian from each VALE institution to be used for the sharing of pertinent information related to electronic resources. Following discussion, the committee approved the request, specifying that the subcommittee may explore offers but refer negotiations to the Finance Committee. Additionally, it should be comprised of the Electronic Resources Committee Chair, the Executive Committee liaison, and two additional members of the Electronic Resources Committee.
 13. Cheryl O'Connor distributed an FY11 Delivery Stats Overview (Academic) and provided a Delivery Taskforce update. There are huge discrepancies in delivery among institutions and a

conference call is scheduled to begin reviewing eligibility and pricing models. Ciliberti announced that she will be stepping down from the Taskforce and will confer with O'Connor on her replacement.

O'Connor reported that LibraryLinkNJ will be submitting a proposal for an IMLS awards grant. With a focus on the community and end users, the award would provide validation of the library regions merger and accomplishments. Deadline for submission is December 15th and three letters of recommendation are required. Norma Blake will provide one on behalf of the State Library which includes the public library sector. The committee discussed and unanimously approved that VALE write a letter representing the academic library community. Rodriguez suggested posting a request to the Council listserv asking members to share messages about how they have benefited from LibraryLinkNJ's efforts. Scrimgeour will draft the letter and send it to Pavlovsky.

14. Crocker reported that the Reference Services committee is hosting 3 webinars this month by SpringShare so that they can continue their investigation into reference statistics gathering tools. They continue to process the information gathered from the survey of reference data collection and will be presenting this information at a VALE Annual program.

They will also present a poster session about the work of the committee at the VALE Annual Users Conference.

The committee is requesting additional clarification of the VALE OLS charge that was presented to them in September.

15. Ciliberti advised she will forward for approval a Bibliographic Control & Metadata Committee draft survey that they want to send out nationally. It has been reviewed and approved by the Assessment Committee.

Minutes prepared by: Avrin and Ciliberti