

# **VALE Executive Committee Meeting**

## **March 6, 2012**

Middlesex County College

### **FINAL**

Present: J. Avrin, A. Ciliberti, J. Cohn, J. Crocker, C. Daze, M. Gaunt, C. O'Connor, T. Pavlovsky, L. Rodriguez, L. Siecke, R. Sweeney, J. Toth, A. Unver

#### **1. Call to Order / Welcome & Minutes of the February 3, 2012 Meeting**

Taras Pavlovsky convened the meeting. Minutes from the February 3, 2012 Executive Committee Meeting were approved as revised. Judy Avrin will post them to the VALE website.

#### **2. Finance Report**

Anne Ciliberti presented the February activity budget. As of February 27, 2012, there is a balance of \$68,680. Income included receipt of the final conference vendor donation and support from LibraryLinkNJ. The only expense was reimbursement of travel expenses for conference keynote speaker Brian Mathews. Invoices from Rutgers for Busch Campus Center rental and hotel charges for Brian Mathews have been processed for payment but are not yet posted. Salaries and benefits were estimated through the end of June and approximately \$5,600 will be left over. The Reserve Account is unchanged.

#### **3. VALID –** Since Marianne Gaunt provided an in-depth review of the VALID project at the morning meeting, her report was brief. She noted that representatives from Kuali OLE will be meeting with the Executive Committee and chairs of the VALID subcommittees the next day, so more information will be available after that exchange.

The committee discussed whether it was necessary for the four committees that received VOIT charges to submit them to the Assessment Committee for review. The consensus was that it would overburden the committee and was not necessary. The VOSC will advise the four committee chairs that their internal questionnaires should go directly to VOIT.

Gaunt reported that they have received one quote for Cloud service and are awaiting a second one, but that it is premature to make a recommendation. There would be the ongoing cost vs the one time purchase of a server as well as privacy issues.

#### **4. Triennial Report Update**

Luis Rodriguez noted he asked for a draft of the report by March 15th. He did not receive many responses to his request for testimonials and will repost the request to VALE-L. He advised the committee that the quote from the final report of the Governor's Task Force on Higher Education should be prominently featured.

## **5. Users' Conference Report**

Avrin discussed the conference budget report, noting that all invoices have been received with the exception of travel receipts from one of the OLE presenters. It was noted at the February 3rd meeting that vendor support plus LibraryLinkNJ support might exceed total expenses and any unused funds should be refunded to LibraryLinkNJ. Excluding the outstanding travel receipt, that overage is \$763.00. O'Connor noted that they want to continue supporting member development and after discussion, a decision will wait pending final tallying of conference expenses.

## **6. 501(c)3 Update**

Pavlovsky has not received a response from the Rider University attorney who is researching whether the new organization name needs to be changed since there is already a company incorporated in New Jersey under the name of VALE. There was a discussion of how other consortia that have become 501(c)3 non profits are managing finances and whether any of them have universities handling their fiduciary needs. Ciliberti and Avrin have been researching other organizations.

It was decided that until there is more clarification on organizational and legal issues, Pavlovsky will delay contacting the Presidents' Council. A small group from within the Executive Committee will explore in more depth issues surrounding VALE's incorporation as a not for profit. Ciliberti, Cohn, Crocker, Daze, Gaunt, and Pavlovsky volunteered for this task. It was further suggested that a set of talking points be drafted. Ciliberti will send the original VALE proposal developed in 2009 to Executive Committee members.

Ciliberti spoke to an accounting firm experienced in working with library nonprofits, and received a rough estimate of \$10,000. This would cover the cost of an annual audit. The accountant requested a copy of the draft bylaws for review prior to submitting them for tax exempt application.

## **7. NJVid Memorandum of Understanding.**

Gaunt reported she and Pavlovsky have been working on revisions to the NJVid MOU and sent it back to George Laskaris for one final review before formally transmitting the document.

## **8. Digital Media**

Executive Committee liaison David Murray and Committee Chair Jane Hutchison were not present so the outstanding issue regarding clarifying competitive offers for streaming video from other consortia was tabled. Hutchison is planning on stepping down as chair so efforts to find a replacement are needed.

## **9. Strategic Planning**

Joe Toth reported he met with Strategic Planning Committee members David Murray, Liz Siecke and Mary Mallery. They are studying past documents and would like to see a draft of the new triennial report. They will meet again in late March.

#### **10. New Jersey State Library Support**

Pavlovsky received notification from Norma Blake that she is optimistic that the New Jersey State Library will be able to continue funding for Academic Search Premier and Business Source Premier. He will express VALE's deep appreciation.

#### **11. Assessment Committee Project Request**

Liz Sieke presented the Assessment Committee's project request for funding for a program on Institutional Repositories. After lengthy discussion, the Executive Committee determined that the topic was too narrow and likely would not have broad appeal among VALE members. Based on this discussion, the proposal was rejected. Pavlovsky suggested to Siecke that the committee reconsider the program topic or the use of video as a delivery method for the speakers.

At the joint Committee Chair/Executive Committee meeting, Chair Elizabeth Leonard reported that members of her committee had developed a checklist for preparing committee survey instruments. Siecke will forward a copy of the checklist to the Executive Committee for review. Also, she will suggest that the Assessment Committee contact the Website Committee to discuss having a single page that consolidates links to all committee survey results and reports.

#### **12. Vendor License Issue**

Cohn reported that the Electronic Resources Committee met last week and discussed the requirement of one of the vendors for information pertaining to the number of science faculty and students in subscribing institutions. She recommended convening a group to develop a metric for preparing this information for future licenses. Pavlovsky will develop a charge to initiate the group's work.

#### **13. State Librarian Search Committee**

Pavlovsky is on the search committee and reported there is an aggressive interview schedule. The group hopes to make a recommendation shortly.

#### **14. Statewide Planning**

Colleen Daze reported that a statewide planning meeting focusing on sustainability of State Library services is scheduled for May 23rd and will include participants of previous planning initiatives.

#### **15. Region Update**

Cheryl O'Connor reported that the application deadline for the cooperative's Mobile Project was February 29th. Evaluations are underway with project awards expected by March 12th.

After some technical issues, postings to the cooperative forums with email notifications are working better. LibraryLinkNJ e-updates are pushed to over 4,000 colleagues.

Delivery Service Survey: she has been in contact with the Executive Board and Delivery Services taskforce and will send the membership a summary of survey results. Some data in the interim:

- 252 (51%) responses from 490 eligible respondents
- 91% of respondents have no issue or problems with delivery bins
- 9% of respondents needed more bins – which came to a request for approximately 400 more
- Colleagues in South Jersey reported seeing few bins
- Ordered 1500 bins because of the price break, funds in the current budget, and Velocity’s willingness to store the extra pallets until needed
- Satisfaction regarding the overall delivery service, customer service from office, delivery reliability, and sorting accuracy had a total rating average of 8.37 on a 10 point scale.

The Spring Membership Meeting is scheduled for Tuesday, May 22nd at three locations: Rutgers, New Brunswick, Rowan, Glassboro and Passaic County College, Wanaque campus. Voting reps will vote on the FY13 budget, board slate and strategic activities.

The next meeting is scheduled for Tuesday, April 17, 2012 at Middlesex County College.

Minutes prepared by: J. Avrin