

VALE Executive Committee Meeting June 14, 2012

Mercer County College

FINAL

Present: J. Avrin, A. Ciliberti, J. Cohn, J. Crocker, M. Gaunt, D. Murray, C. O'Connor, T. Pavlovsky (Chair) A. Scrimgeour, L. Rodriguez, L. Siecke, R. Sweeney, J. Toth, A. Unver

1. Call to Order / Welcome & Minutes of the April 17, 2012 Meeting

Taras Pavlovsky convened the meeting, noting that newly elected Executive Committee members Paul Glassman and Michele Martin were invited to attend the meeting but were unable to attend. The minutes from the April 17, 2012 meeting were approved.

2. Finance Report

Anne Ciliberti provided the May Budget Report. The only activity was the receipt of \$431 for payment of an RDA invoice. The ending balance in the non-salary account was \$52,824. An invoice in the amount of \$2,340 for printing of the annual report was just submitted for payment. Ciliberti reported that she and Judy Avrin will be meeting with William Paterson University's internal auditor to review procedures put in place several years ago. At this time, they expect the auditor to review VALE's books at the end of the summer.

3. VALID Update

Marianne Gaunt and Ciliberti provided the following update:

- The steering committee is meeting on Monday, June 18th. They will be looking at the draft RFP business plan from pre-implementation to sustaining the OLS.
- VALE committees are continuing their work on database cleanup and policies.
- A top priority is to choose a discovery layer.

4. Strategic Planning (David Murray)

Murray reported that he and co-chairs Joe Toth and Mary Mallery will put out a call for participants over the summer. The task force will convene in the fall to outline steps for a strategic planning event in Spring 2013.

5. Annual Report

Ciliberti distributed an updated list of contacts who will receive copies of the report. There was a general discussion of additional recipients and Avrin will send the list to the Executive

Committee for review. Suggestions for additional recipients will be sent to Rodriguez. A pdf of the report will be posted on the VALE website.

6. NJVid / VALE MOU

Pavlovsky noted that he and George Laskaris have agreed on final changes. He will send the fully executed copy to Avrin who will post it to the Digital Media Committee page.

7. Bylaws / 501c3 Update

Pavlovsky reported that he approved an expenditure of \$100 for attorney Michael Spicer to register VALENJ as a corporate name in the State of NJ. An invoice was requested but Avrin has not yet received it. The materials that had been requested by the Presidents' Council (an up-to-date version of the letter originally written by David Pinto in the fall of 2010, and a copy of the revised Bylaws) have been submitted to Alison Samay, the director of the Presidents' Council. Pavlovsky also sent a letter to Spicer with a copy to F. Chickering, thanking him for his time.

8. New Business

- Ciliberti, Avrin and Pavlovsky will plan a "New Directors Meeting."
- Rodriguez distributed a list of recommendations for committee chairs for preparing annual reports in order to make it easier to prepare subsequent biennial reports. He will send it electronically to Pavlovsky who will incorporate it into Committee Chair Guideline instructions on annual reports.
- Pavlovsky noted that while the committee project request form requires a cost estimate, the committee guidelines has only one sentence and the dots need to be connected. Ciliberti and Avrin will revise the guidelines.
- Amira Unver raised the question of whether a member of the Members' Council, whose title is not library dean or director, can be elected to the Executive Committee since it is unlikely that Fairleigh Dickinson University will be naming a new director. The Executive Committee approved a motion to recognize Mary Marks as the Chief Administrative Officer of FDU Library.

9. Survey Planning Checklist

Liz Siecke reviewed the Assessment Committee's survey planning checklist. The Executive Committee suggested several changes and approved it as amended. Siecke will send the revised checklist back to the committee for posting on the website.

10. VALUE Group

Ciliberti reported that following a breakout session on the ACRL Value Report at the 2011 VALE Conference, the presenters held several informal discussions. Assessment Chair Elizabeth Leonard created a wiki and polled the committee about establishing a Value group as a

subset of the committee. Ciliberti needs to check with the Value group to see if they would like to be associated with the committee which would allow the wiki to be on the Assessment page. Pavlovsky noted this can be done at the committee level.

11. Video Conferencing

Ciliberti reported that NJEdge can provide a license for Adobe connect at a cost of \$4,500 for 3 years. It provides enough seats for all committee chairs. Several volunteers are evaluating it for our needs. Cheryl O'Connor noted that LibraryLinkNJ uses it and Joanne Roukens can be the point person.

12. NJ Libraries Sustainability Report

O'Connor and Gaunt reported on the NJ Libraries Sustainability Report that was developed by NJSL's Blue Ribbon Task Force, LLNJ's Statewide Strategic Planning Committee, NJLA and participating libraries.

12. LibraryLinkNJ Update

O'Connor advised there is a continuing education program scheduled for August 8th to see how different groups can work together. Pavlovsky will put out a call for a VALE attendee.

13. NJEdge / CIO Meeting

Sheri Prupis requested VALE representation at their meeting and Joe Toth attended. He reported the following:

- There is a growing need for consolidated buying/project management at the state level.
- NJEdge seeks more collaboration w/ VALE.
- Someone at the meeting suggested strongly that VALE should be part of NJEdge but Toth expressed concerns about the different cultures.

14. Committee Updates:

- **Cooperative Collection Committee** – Toth reported they collected ebook questionnaires.
- **Digital Media Committee** –the Executive Committee voted to approve the revised charge that Murray distributed at the last meeting.
- **Electronic Resources Committee** - Judy Cohn reported that a reminder about the Springer ebook offers will go out.
- **Resource Sharing Committee** – a reminder will be sent out about interest in joining a VALE RAPID pod.
- **Users' Conference** – Avrin reported that the Conference Planning committee met and is recommending a significant change to the program agenda. Avrin will ask Richard Kearney to send the recommendations to liaison Luis Rodriguez for Executive Committee approval.

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

Minutes prepared by J. Avrin