

# **VALE Executive Committee Meeting**

## **July 17, 2012**

Middlesex County College

**FINAL**

Present: J. Avrin, A. Ciliberti, J. Cohn, C. Daze, J. Crocker, M. Gaunt, P. Glassman, M. Martin, L. Siecke, C. O'Conner, T. Pavlovsky, A. Scrimgeour, R. Sweeney, J. Toth

### **1. Call to Order / Welcome & Minutes of the June 14, 2012 Meeting**

Taras Pavlovsky convened the meeting with a welcome to new members Paul Glassman and Michelle Martin. It was suggested that cell phone numbers be added to the roster. Judy Avrin will revise and distribute the Executive Committee roster and update the website. Minutes from the June 14, 2012 meeting were accepted as amended and will be posted on the VALE website.

### **2. Budget Report**

Anne Ciliberti presented the June Budget Report and provided additional explanation for the benefit of new members. Payments totaling \$85,150 were received in June for early payment of FY13 invoices. Expenses included \$2,340 for the cost of printing the VALE Triennial Report and \$469 for reimbursement of travel expenses for Avrin. The ending balance is \$135,165.33 and two small FY12 reimbursements from the Members' Council have been submitted for payment. A final salary report was not available due to end of year accounting analysis, but will be distributed at the next meeting.

### **3. Committee Liaisons**

New Executive Committee liaisons were assigned as follows and Pavlovsky will notify committee chairs.

- Michelle Martin – Shared Information Literacy Committee
- Paul Glassman - Digital Media Committee

### **4. VALID**

Marianne Gaunt summarized an in-depth analysis of several issues related to the VALID project. The report, "Moving Forward with Integrated Library Services," was prepared by Grace Agnew and discussed at a recent joint VOIT and VOSC meeting. The document examines several aspects of the Kuali OLE development and VUFind functionality, noting that neither application was intended for consortial use as planned by VALE. The report recommends that VALE continue with its development of a merged database of bibliographic and holdings records, that it continue to study appropriate discovery layer tools and that it continue to monitor developments in these areas so that realistic timetables can be established.

Ciliberti commented that in the VOIT/VOSC discussion of the report, the value of collaborative purchasing was expressed. At this time, VALE negotiates group licenses and costs, but each institution selects the products to which it wishes to subscribe. Another model would be that VALE negotiates and underwrites the cost of products for all members. Cheryl O'Connor noted that LibraryLink would be open to considering a pilot consortial purchase project, should VALE wish to move in that direction.

Ciliberti also reported that she and Pavlovsky are working with Amazon on the terms of the customer agreement, which must be approved before the cloud service account can be created and used by VOIT.

The second update from VALID pertained to the revisions to the draft consultant RFP suggested by the Executive Committee at its June meeting. Ciliberti reviewed the revised document with the group which approved the proposal unanimously. Ciliberti and Gaunt will follow up with final edits and send it out to some authorities in the field for comment and feedback before issuing a formal RFP for consultant services. If substantive changes are warranted, the revised RFP will come back to the Executive Committee again before being issued.

#### **6. Bibliographic Control & Metadata Committee Funding Request**

The committee would like to sponsor a workshop in October at The College of New Jersey for those libraries that do not have an institutional repository but are interested in learning about them. Ciliberti distributed a Committee Project Request Form to cover catering costs for breakfast and lunch. The Executive Committee unanimously approved a maximum expense of \$800.

#### **7. Proposed FY13 Executive Committee Meeting Dates**

Proposed meeting dates were discussed and approved. Avrin will send the revised schedule. Executive Committee meetings will continue to be held following Members' Council meetings when possible. Council Moderator Liz Siecke will put out a call for a host institution for the Friday, September 21<sup>st</sup> Council Meeting. Future meetings that do not coincide with Members' Council meetings will take place at Rutgers University; Avrin will coordinate room reservations and parking. Pavlovsky will send a letter to Middlesex County College Library Director Mark Thompson to express the committee's appreciation for providing meeting space for the past seven years.

#### **8. Strategic Planning**

Pavlovsky spoke with outgoing Executive Committee member David Murray who had been working on developing a strategic planning event. Murray and Mary Mallery will continue to work with the group, but Joe Toth and Liz Siecke will now provide coordination with the Executive Committee. The goal is still to propose a for a spring, 2013 planning event.

#### **9. NJVid / VALE Memorandum of Understanding**

The NJVid/VALE MOU has been fully executed by Pavlovsky and George Laskaris. Avrin will post the document to the Digital Media Committee page as well as to the Services &

Resources page and Pavlovsky will send it to all VALE library directors. Pavlovsky will consult with Brian Richards, Chair of the Digital Media Committee, for a volunteer to serve on the NJVid Advisory Committee who can represent a VALE member whose institution does not subscribe to NJVid. Other members will include Pavlovsky as chair of the Executive Committee, Richards as chair of Digital Media, and a volunteer from a subscribing institution.

#### 10. 501(c)3 Update

Pavlovsky reported that the next step in seeking not-for-profit status will be to consult with designated members of the Presidents' Council. The VALE documents submitted previously have been updated and can be shared as soon Pavlovsky confirms to whom they should be sent.

#### 11. Committee Annual Reports

Pavlovsky distributed a summary of FY12 Committee Annual Reports for discussion and approval.

- **Assessment Committee** – Approved
- **Bibliographic Control and Metadata Committee** – Approved
- **Users' Conference Planning Committee** - The committee held its first planning meeting in June and requested approval to change the format of the conference schedule. Several Executive Committee members expressed concerns. Avrin will resend the June 18<sup>th</sup> email committee liaison Luis Rodriguez had sent detailing the suggested changes. Pavlovsky will call for discussion and an electronic vote on whether to accept the changes. Since this issue relates to FY13, the Executive Committee voted to approve the FY12 Annual Report. Richard Sweeney abstained.
- **Cooperative Collection Management Committee** – Approved
- **Electronic Resources Committee** – Approved
- **Reference Services Committee** – Not approved; report incomplete. Liaison Jane Crocker will consult with the chairs.
- **Resource Sharing Committee** – Approved
- **Shared Information Literacy** – Not approved; report incomplete. Liaison Michelle Martin will consult with the chair.
- **Website Committee** – The committee held Drupal training sessions for committee chairs during the year but did not include the number of attendees. Liaison Richard Sweeney will request that the report be revised to include the information. Approved.

Cheryl O'Connor advised that LibraryLinkNJ has Drupal training available. Sweeney will inform the committee.

- **Digital Media Committee** – Report will be forthcoming.
- **VALID** – Ciliberti and Gaunt will submit a report and will ask for one from VOIT.

## **12. New Jersey State Library Update**

Colleen Daze reported that new Director Mary Chute will be starting on Monday, July 23<sup>rd</sup>. Two new databases, Ebsco's Legal Information Reference Center and OneSource/Global Insight from ReferenceUSA, were added to the statewide suite. All present were pleased with these additional statewide resources.

## **13. LibraryLinkNJ Update**

O'Connor reported that LibraryLink's current E-Update includes a recap of the Spring Membership Meetings. Voting representatives from member libraries approved the FY13 initiatives and proposed budget. She noted that the LibraryLink Board and staff made a concerted effort to respond to member requests. She advised that LibraryLinkNJ would like to continue its support of the VALE Users' Conference, pledging up to \$2,000. Executive Committee members expressed their deep gratitude to LibraryLink.

The next meeting is scheduled for Friday, September 21, 2012.

Minutes prepared by: J. Avrin