VALE Executive Committee Meeting
January 31, 2014

Monmouth University

FINAL

Present: J. Avrin, A. Beth, W. Chickering, A. Ciliberti, J. Cohn, J. Crocker, C. Daze, M. Gaunt, G. Laskaris, M. Martin, S. Muir, C. O'Connor, T. Pavlovsky, A. Scrimgeour, R. Sweeney, M. Thompson, J. Toth

1. **Call to Order / Welcome**
   Taras Pavlovsky convened the meeting with a welcome to Scott Muir and introductions were made.

2. **New Business**
   Pavlovsky reported that Paul Glassman advised that he would be unable to complete his term on the Executive Committee due to an unforeseen scheduling conflict. The By-Laws specify that a replacement must be from the same sector and normally the person who garnered the second-highest number of votes from that sector will be appointed. However, since Glassman ran unopposed, Pavlovsky spoke with former Executive Committee member William Chickering prior to the meeting and he agreed to complete the term representing an independent institution, pending committee approval. The committee unanimously approved a motion for Chickering to complete Glassman's term through June 30, 2014. He joined the meeting. He also agreed to serve as the liaison to the Digital Media Committee. Pavlovsky will advise committee chair Tom Nemeth.

   In January, Andrew Scrimgeour announced his retirement effective June 30, 2014. Since Nancy Becker from Caldwell College garnered the next highest number of votes, Pavlovsky will contact her about serving the remainder of the term through June 30, 2015.

3. **Minutes of the December 12, 2013 Meeting**
   The minutes from the December 12, 2013 meeting were approved as amended and will be posted to the VALE website.

4. **Treasurer's Report**
   Joe Toth presented the December Activity Budget Report at the morning's Members' Council meeting. There were no further questions.

5. **VALID Project**
   Edits of the RFP draft have been completed and the plan is to have it issued within two weeks.

6. **VALE-NJEDge Partnership Review Committee**
   The Partnership Review Committee will be comprised of three members each from NJEDge and VALE, in addition to the NJEDge Executive Director and the Chair of the VALE

Executive Committee. The NJEDge members will be President Sue Henderson from New Jersey City University, CIO David Ullman from NJIT and VPAA Maris Lown from Union County College. There was discussion regarding optimal VALE sector representation in selecting its three members. Since determining fees will be a key task the group agreed that the VALE Treasurer should hold an ex-officio position. After discussion the group agreed that Muir, Toth and Scrimgeour, along with Pavlovsky, will represent VALE on the Partnership Review Committee. These individuals provide sector representation from public research universities, state colleges, and independent institutions, respectively.

7. **Possible Changes to VALE By-laws / Memorandum of Understanding**
Pavlovsky and Toth reviewed the VALE By-Laws for any changes needed to be in compliance with the Memorandum of Understanding with NJEDge.Net. Since a change in the fiduciary agent was anticipated when revisions were made last year, the current text of the By-Laws remains satisfactory. There was discussion about which aspects of VALE's governance and business practices will change as a result of the new relationship with NJEDge. Pavlovsky clarified that the new business relationship is detailed in the MOU and that any disputes or questions will be resolved by the Partnership Review Committee. The timeframe for transitioning of fiduciary responsibilities from William Paterson University to NJEDge and personnel changes were briefly considered and will need additional discussion. Anne Ciliberti and Michelle Martin will review the Memorandum of Understanding between VALE and its member libraries to determine if the new relationship with NJEDge will require changes in the VALE member MOU. Likewise, Toth will convene the Finance Committee (or members thereof) to examine current VALE database licenses to determine if any of them will need to be revised or amended.

8. **Community College Needs**
Mark Thompson expressed a need for additional assessment and pedagogical tools for community college libraries and ways VALE might assist. Judy Cohn suggested a committee or taskforce be formed to focus on community college library needs. Cheryl O'Connor noted that LibraryLinkNJ has funds available to support such initiatives. Thompson and Martin will meet to discuss possibilities.

9. **VALE Focus Group**
Laskaris noted that the NJEDge would like to organize a focus group with several VALE librarians to explore key topics of related to technology and higher education academic needs. There was discussion of the number and representation of those participating, and Cohn and Chickering agreed to prepare a list of the names of up to 20 librarians who could be invited to participate. Laskaris will prepare a brief summary of the project and the time commitment for those interested in participating.

10. **Strategic Planning**
Toth noted that strategic planning efforts were placed on hold during negotiations with NJEDge for business services, but now that a MOU has been signed, the plans and purpose for a VALE strategic planning initiative should be revisited. After discussion, Pavlovsky, Toth and Muir volunteered to explore the services of a consultant recommended by Laskaris for her work on organizational effectiveness with NJEDge.

11. **Annual Report**
    Ciliberti suggested hiring someone to prepare the next VALE annual report. Another suggestion was using an SC&I intern. Other ideas regarding how the report should be prepared should be sent to Pavlovsky.

12. **Essex County College EZProxy**
    Avrin reported that implementation of the EZProxy software is moving forward. She will continue to follow up on progress.

13. **NJVid Advisory Committee**
    Pavlovsky reported that efforts to put together the Advisory group are moving forward. He has discussed the committee with Laskaris who is eager to have it begin its work.

14. **State Library and LibraryLinkNJ Updates**
    There were no additional updates to reports given at the Members' Council meeting.

15. **Committee Updates**
    - **Bibliographic Control & Metadata** – Pavlovsky reported that they presented a poster at the Users' Conference and held a workshop on institutional repositories.

    - **Electronic Resources -** Cohn reported the group will be meeting in February.

    - **Reference Services** – Jane Crocker reported the committee met in December and sponsored several successful presentations at the Users' Conference. The group's next meeting will be on March 11th.

    - **Shared Information Literacy –** Martin reported that the committee will be meeting later in February via Adobe Connect.

    - **Users' Conference** - Avrin reported that the final headcount was 282. Evaluation results are being tallied and individual poster and breakout information will be sent to presenters. Rich Sweeney moved to acknowledge the outstanding work of the Conference Planning Committee and Co-chair Richard Kearney specifically. Pavlovsky will send a letter of appreciation.

    - **Website** – Sweeney reported the committee held a virtual meeting last month and will hold another meeting in February.

16. The next meeting will be the Joint VALE Committee Chair / Executive Committee meeting on March 6, 2014.

Minutes prepared by J. Avrin