

VALE Executive Committee Meeting

July 24, 2014

Rutgers University

FINAL

Present: J. Avrin, N. Becker, A. Beth, J. Buschman, H. Craven, C. Daze, M. Gaunt, G. Laskaris, T. Pavlovsky, R. Sweeney, M. Thompson, J. Toth

1. Call to Order / Welcome & Minutes of the June 12, 2014 Meeting

Taras Pavlovsky convened the meeting with a welcome to new members John Buschman and Heather Craven. He noted that Nancy Becker is filling the remainder of Andrew Scrimgeour's term, representing the independent sector. Minutes of the June 12, 2014 meeting were approved as amended and will be posted to the VALE website.

2. Election of Vice Chair

Pavlovsky nominated Richard Sweeney to serve as Vice Chair. He was elected by unanimous vote.

3. Election of Treasurer

Pavlovsky nominated Joe Toth to serve as Treasurer. He was elected by unanimous vote.

4. Treasurer's Report

Joe Toth presented the June Activity Budget Report. The only activity in the Non-Salary Account was for travel reimbursement of \$162 to Judy Avrin. The Reserve Account remains unchanged. He provided an update on year-end "borrowing" from the Reserve Account to set up the FY15 accounts since member payments do not start coming in until late August. There was discussion of different accounting methods and this will have to be discussed with NJEDge/NJIT to make sure it conforms to their accounting practices. The transition to NJEDge and the setup of VALE accounts at NJIT was also briefly discussed and George Laskaris noted that Brian Gately, Deputy Executive Director at NJEDge is handling the financial setup.

5. VALID Update

Marianne Gaunt reported that the RFP for a consultant has been withdrawn due to insufficient responses. She and Kurt Wagner will analyze and suggest breaking the original RFP into several components. Consultants will then be hired under "Professional Services Contracts" for each component. She noted that Grace Agnew presented an in-depth PowerPoint presentation at the alpha/CIO quarterly meeting. Gaunt will send it to any other interested Executive Committee members. Discussion of how to inform and engage institution leadership was tabled until the fall meeting. Rutgers will be bringing up the software as soon as it's available and will likely have something live by 2016. Gaunt asked Agnew to create a model illustrating how we expect to install VALID OLE in New Jersey.

6. **VALE/NJEDge Partnership Review Committee**

Laskaris reported that the group met virtually in June and approved VALE dues in the amount of \$7,500.

7. **Committee Liaisons / Guidelines**

New Executive Committee liaisons were assigned as follows; Pavlovsky will notify committee chairs:

- Digital Media – Nancy Becker
- Reference Services – John Buschman
- Resource Sharing – Heather Craven
- Shared Information Literacy – Greg Fallon

Avrin noted that the Committee Chair/Liaison Guidelines need updated procedures for catering requests. She will send draft wording to Pavlovsky and Sweeney.

8. **Proposed FY15 Executive Committee Meeting Dates**

Proposed meeting dates were discussed and approved with a change in the start time to 12 noon. The Members' Council meeting originally scheduled for September was rescheduled to October 30th. The day will be devoted to Strategic Planning. Continuing past practice, some Executive Committee meetings will be held following Members' Council Meetings. Pavlovsky and Amy Beth will prepare an announcement about the Strategic Planning event and "Save the Dates" for the three Members' Council Meetings. Meetings that do not coincide with Members' Council meetings will take place at the Alexander Library. Avrin will coordinate room reservations and parking and distribute the meeting schedule. A list of finalized dates will be issued separately.

9. **Committee Annual Reports**

Pavlovsky noted the following questions to keep in mind when reviewing the reports:

- Is the report complete and in the correct format?
- Are the objectives reasonable for the given committee?

Pavlovsky will supply detailed comments to respective Committee Liaisons.

- **Assessment Committee** – Not approved; several revisions are needed. Thompson will advise the chair to revise and resubmit the report.
- **Bibliographic Control and Metadata Committee** – Approved conditionally; several minor revisions are needed. Pavlovsky will advise the chair.
- **Conference Planning Committee** – Approved
- **Cooperative Collection Management Committee** – Approved conditionally; several clarifications are needed. Toth will advise the chair.
- **Digital Media Committee** – Approved conditionally; several clarifications are needed. Becker will advise the chair.

- **Electronic Resources Committee** – Approved conditionally; several clarifications are needed; Pavlovsky will communicate needed edits to liaison Judy Cohn.
- **Reference Services Committee** – Approved conditionally; Buschman will communicate needed changes to the chair.
- **Resource Sharing Committee** – Approved conditionally. Craven will advise the chair to include the number of Rapid ILL participants.
- **Shared Information Literacy Committee** – Approved conditionally; Pavlovsky will communicate needed changes to Fallon.
- **VOSC** – Approved
- **Website Committee** – Approved

10. Essex County EZProxy Implementation

Avrin reported that while some progress has been made, Essex has not taken full advantage of the assistance offered by Seton Hall staff. Buschman thinks the issues could easily be resolved with a face-to-face meeting of Essex's and Seton Hall's IT people. The consensus of the committee is that Essex must be given a cutoff date for removal of database access from the VALE website. Avrin will provide draft wording to Pavlovsky for a letter to Slaton.

11. NJVid Advisory Committee

Laskaris and Pavlovsky will work to schedule a meeting of this group.

- 12.** The next meeting is scheduled for Tuesday, September 23, 2014 at Rutgers pending confirmation of room availability.

Minutes prepared by J. Avrin