

VALE Executive Committee Meeting

September 23, 2014

Rutgers University

FINAL

Present: J. Avrin, A. Beth, J. Buschman, J. Cohn, H. Craven, G. Fallon, M. Gaunt, G. Laskaris, S. Muir, C. O'Connor, T. Pavlovsky, R. Sweeney, M. Thompson, J. Toth

1. Call to Order / Welcome & Minutes of the July 24, 2014 Meeting

Taras Pavlovsky convened the meeting. Minutes of the July 24, 2014 meeting were approved and will be posted to the VALE website.

2. Treasurer's Report

Joe Toth presented the July and August Activity Budget Reports. Revenue from both months totaled \$596,155 from payment of member invoices. July Expenditures included \$7,500 for payment of NJEDge annual dues and \$2,500 as initial payment for the strategic planning consultant. Payment of a SIL Workshop catering invoice in the amount of \$487.50 was the sole August expenditure. Judy Avrin reported that as of the meeting, YTD member payments totaled \$1,713,798 and vendor payments totaling \$885,668 were processed for payment.

Toth noted that VALE currently has three general accounts in WPU's Banner system (Salary, Non-Salary, Reserve) with no defined funding lines underneath any single account. VALE's operations budget report for the Non-Salary account has a chart of funds (for internal use only) that itemizes categories/activities to show how funds are spent. His recommendation to set up a similar chart of funds in the Non-Salary Banner account is supported by NJEDge's current model.

3. VALID Update

Marianne Gaunt reported that at the September 8th VOSC meeting they discussed how best to break down the original RFP into several components. Some components could be dealt with internally, others delegated to consultants.

Issues to be dealt with by consultants:

(1) Structure for VALID, both organizational and financial. We (VOSC) have a good understanding of what we want to do, but need a consultant to walk us through the steps, and facilitate the discussion. This would be a 1-day working meeting. The consultant would provide a report at the conclusion.

- Possible consultants for this portion are:
 - Liz Bishoff
 - Judy Luther

- (2) What are the transformative aspects of this type of software, or of what we want to do.
- Best consultant for this portion:
 - Carl Grant

Both Bishoff and Grant are interested. Total cost likely less than the \$35,000 originally approved. Paperwork for consultants would likely go through NJEDge as a professional services contract so need to bring Brian Gately into the conversation.

Gaunt noted that the University of Chicago and Lehigh have completed their summer implementations of OLE and reports to date are positive. VOIT team members are planning to visit Lehigh in October. Travel expenses will be covered by their institutions.

Gaunt also noted the recent announcement that Kualu is going into the business of supporting the software they develop, that two former Beta institutions (Montclair and Rider) have chosen other systems.

4. NJEDge Transition

George Laskaris reported that the original transition target date of December 1, 2014 will be pushed back to January 2015 due to office construction delays. Pavlovsky requested he send him a letter of notification that he will then forward to William Paterson University to advise them of the delay. Avrin met with NJEDge staff on September 16th for general discussion of business practices.

5. Users' Conference Update

Conference Planning Committee Chair Richard Kearney had submitted a list of recommended keynote speakers. After lengthy discussion, a motion to accept the first and second ranked choices was approved. Pavlovsky will contact them and if neither is available will turn back to the Executive Committee. This year's theme is "On the Road to Excellence: Library Pathways to Student and Faculty Success".

6. Community College Caucus Proposal

Mark Thompson's proposal for formal recognition of the recently formed VALE Community College Caucus was approved, with formal status within the by-laws to be determined at a later date. Minor adjustments to the proposed language were made: naming of the Talents Database; inclusion of all VALE members in the Talents Database; and removing frequency of meetings. Permission was given for the creation of a Community College Caucus page on the VALE website.

7. Archives and Special Collections Committee Proposal

The committee discussed a proposal submitted by Jianrong Wang and Susan Kurzmann to establish an Archives and Special Collections Committee. Several changes to the wording in the proposed charge were recommended to avoid the appearance of overlap with other committee charges. Pavlovsky will relay these recommendations to Wang and Kurzmann. A motion to accept the proposal pending requested revisions and create the committee was approved.

8. Triennial Report

There was lengthy discussion about a new triennial report. It was agreed that the creation of an ad hoc committee to write the last report, published in 2011, was not the optimal approach. Judy Cohn, Gaunt and Avrin will meet to discuss how to move forward.

9. Institutions with Multiple Campuses

Avrin noted that since a number of institutions have either multiple campuses or libraries, the information for Reciprocal Borrowing and the Members' Council Directory must be accurate. She will contact those institutions for any needed clarification.

10. LibGuides Consortial Offer

John Buschman reported that Springshare is open to creating a consortial offer for LibGuides. After brief discussion about turning this over to the Electronic Resources Committee, it was agreed that Avrin will follow up with Elizabeth Leonard who has been in contact with them.

11. Strategic Planning

There was lengthy discussion of the latest version of the agenda. The Strategic Planning Committee will communicate the feedback to Robert Leaver and request a revised agenda.

12. VALE Archive Project

Gary Marks, a Rutgers SC&I student, did an independent study on the VALE archives at William Paterson University. His final report was impressive, particularly given the short timeframe for the project. Cheryl O'Connor moved and the committee acknowledged this and formally accepted the report. Pavlovsky will write to Marks.

13. NJEDge Annual Conference

Pavlovsky reminded the group that emails went out with details on a librarian rate for conference registration. A general session, "View from the Top: The Value of Libraries and Information Resources for Higher Education", including a panel of four member institutions' Chief Academic Officers, will be moderated by Amy Beth. Questions are already developed and will be sent to panelists in advance.

Beth also sought guidance on how best to handle apparent questions pertaining to the relationship between this session and the CAO survey developed (but never sent) by the VALE Assessment Committee. Pavlovsky will write to Mary Mallery.

14. VALE Focus Group

Cohn advised that in order to provide broad VALE input to NJEDge as discussed at past Executive Committee meetings, a webinar using Adobe Connect is scheduled for October 3rd. Laskaris and Sheri Prupis will run the meeting. It was posted to VALE-L to encourage VALE practitioner participation as well as to the Members Council list.

15. Essex County College EZProxy Implementation

Pavlovsky advised that ECC has successfully implemented EZProxy access for their portal. He will inform ECC administration that their access page on the VALE website will be removed on September 26th.

16. State Library Report

O'Connor shared some highlights about State Library activity including:

- On July 30th the New Jersey Collections Care Network held a statewide conference at Monmouth University entitled "Cultural Institutions and Emergency Management: Partners in Emergency Response and Recovery".
- The State Library Information Center, with financial assistance from Thomas Edison State College (TESC), hired an archivist to begin work on documenting the history of Thomas Edison State College.

17. LibraryLinkNJ

O'Connor reported the following updates:

- LLNJ Fall Membership meeting is scheduled for December 2, 2014 from 1 – 4pm.
- The Magical Makerspace Tour, bus tours of library makerspaces around the state, has been scheduled for October 29th and November 5th.
- Statewide Delivery System RFP – four competitive bids have been received.
- The Executive Board approved New Jersey Makers Day, scheduled for Spring, 2015.

18. The next meeting is scheduled for October 30, 2014, and will be devoted to a strategic planning retreat

Minutes prepared by: J. Avrin