VALE Executive Committee Meeting

April 23, 2015

Rutgers University

FINAL

Present: J. Avrin, A. Beth. J. Boyle, J. Buschman (via conference call), M. Chute, J. Cohn, H. Craven, C. Daze, G. Fallon, S. Muir, C. O'Connor, T. Pavlovsky, M. Thompson, J. Toth, K Wagner

1. **Call to Order / Welcome & Minutes of the April 2, 2015 Meeting**
   - Taras Pavlovsky convened the meeting.
   - Minutes of the April 2, 2015 meeting were approved with one correction.

2. **Treasurer's Report**
   - Monthly Report
     - o Joe Toth noted there was no monthly report since this was the second meeting in April.
   - Proposed FY16 Budget
     - o Toth noted the budget was in a different format due to VALE's new fiscal arrangement with NJEDge.
     - o Following lengthy discussion and subsequent approval of a proposed service fee of 3.9%, the budget was approved. It will be presented to the Members' Council for approval at the June 11, 2015 meeting.

3. **VALID Update**
   - Wagner reported that VOSC met on April 13th and from that meeting came the strong sentiment that the VALID project needs to move into operational status on some part of its work in order to maintain interest, momentum and VALE member buy-in.
   - VOSC discussed the possibility of implementing OLE borrowing and shared online catalog between NJIT and Rutgers-Newark.
   - Wagner said that he attended (via Skype) a VOIT meeting on April 15 and at that meeting there was concern over a lack of a set of clear objectives leading to OLE implementations, either local or consortial.
   - Wagner distributed a draft organizational infrastructure and business plan consisting of:
     - o A governance outline chart led by the VALE Executive Committee and VALID Steering Committee and divided into three functional teams (describe/manage, deliver, and holdings management) and two systems/technical teams (systems integration and discovery layer).
     - o An action plan for the remainder of calendar 2015 including continued work on the composite database, testing of OLE's describe/manage module, establishment of regular data loads for the composite database,

ingest of composite database into OLE, and testing of the OLE deliver module and patron record management.

- The Executive Committee asked for FY2016, 2017, and 2018 tentative objectives.
- Wagner briefly discussed a preliminary financial plan beginning with the 5 Alphas contributing $1000 each in FY2016, transforming into $5-10K each in FY2017 as they shift away from their commercial library system vendor, and a $5-20K fee for additional members in FY2018, providing a revenue stream for establishment of an OLE Project Manager position, programming and help desk support. Wagner.

4. **Community College Caucus**
   - Mark Thompson noted that a meeting was scheduled for the following day.
   - Amy Beth announced that she had accepted a new position and would be leaving sometime in the next few months. The committee thanked her for her participation with VALE and wished her luck in her next position.

5. **Partnership Review Committee.**
   - Pavlovsky reported the committee hadn't met since the previous meeting.

6. **VALE Office Expenses / Approval Process**
   - Under the terms of the VALE/NJEDge MOU, NJEDge covers infrastructure costs and general office supplies. To facilitate approval for supplies not covered by the agreement, Pavlovsky proposed the following approval process:
     o When VALE needs supplies not covered by NJEDge as part of "Business Services", the Executive Committee Chair and Treasurer may approve requests for purchases up to $500. Such requests shall:
       1. Be made by the VALE Coordinator
       2. Be in writing (email acceptable)
       3. Briefly explain the rational for the purchase
     o The motion was approved unanimously.

7. **Database Renewal Response Process**
   - Pavlovsky asked for a volunteer to assist Avrin in creating a Google form to automate submission of renewal commitments. Thompson volunteered.

8. **Strategic Planning Update**
   - After lengthy and spirited discussion, Pavlovsky offered the following motion:
     o In order to better focus on the mission of VALE and manage our organization in the most effective manner possible, the Executive Committee has undertaken a multi-step review process. As a first step we propose to create VALE "Special Interest Groups" (SIGs), a new category of collaborative entity. Certain VALE Committees will transition into SIGs. The Committees to be transitioned include Archives and Special Collections; Assessment, Evaluation, and Statistics; Bibliographic Control

and Metadata; Cooperative Collection Management; Reference Services; Resource Sharing; and Shared Information Literacy. The remaining four committees (Digital Media, Electronic Resources, Users' Conference, and Website) will remain as VALE committees for the time being.

- o The motion was approved by a vote of 8 For, 2 Against, 1 Abstaining.
- o Pavlovsky will draft a message advising Committee Chairs about the new direction and send it to the Executive Committee for review prior to emailing it.

9. **LibraryLinkNJ Update**
   - Cheryl O'Connor announced her retirement effective the end of September, 2015.
   - The committee expressed their appreciation for all of her years of support and contributions to New Jersey libraries.

10. **State Library Update**
    - Colleen Daze reported that the New Jersey State Library, the NJLA Diversity and Outreach Section was sponsoring and hosting an open, joint meeting with NYLA's ESRT (Ethnic Services Round Table) from 11am to 3pm at The Montclair Public Library.
    - An innovate partnership to connect New Jersey workers with employment services at their local libraries was announced by the Deputy Labor Commissioner at the NJLA Annual Conference.   The $2.5 million initiative will assist people in finding jobs and managing their careers closer to home.

11. **Nominating Committee**
    - Judy Cohn reported they are working on a list of candidates.

12. The next meeting is scheduled for Thursday, June 11, 2015 at The College of New Jersey following the Members' Council meeting.

Minutes prepared by: J. Avrin