

# VALE Executive Committee Meeting

September 25, 2015

Rutgers University

**FINAL**

**Present:** J. Avrin, J. Cohn, H. Craven, C. Daze, G. Fallon, K. Maloney, S. Muir, T. Pavlovsky, R. Sweeney, J. Toth, K. Wagner

## **1. Call to Order / Welcome & Minutes of the July 23, 2015 Meeting**

- Joe Toth convened the meeting.
- Minutes of the July 23, 2015 meeting were approved as submitted.

## **2. Treasurer's Report**

- Rich Sweeney presented an overview of the VALE budget process within the framework of NJEDge/NJIT.
  - Banner Access Issues
    - NJIT will only allow the VALE coordinator to have Banner access.
    - The NJEDge-VALE Memorandum of Understanding states that an officer of the VALE Executive Committee will also be given access to the accounts.
      - The VALE Partnership Review Committee needs to meet and discuss this issue.
    - Access to Cash Reserve and Database revenue funds not permitted. VALE Coordinator will request screen shots.
    - Toth stated that it would be helpful to schedule a meeting with NJEDge, NJIT and the VALE officers to discuss access issues.
  - Avrin provided a budget update, noting that some of the Banner accounts are still being adjusted.
    - FY15 Summary
      - \$389,862.64 was transferred from WPU to NJEDge in April.
      - \$32,639.36 – Expenditures from transition date to end of fiscal year.
    - FY16 Summary
      - \$362,523.46 was transferred from FY15 to set up the FY16 budget.
      - Operating Account Balance as of 9/24/15 was \$96,353.
      - Revenue - \$40,000 from LLNJ for VALID support.
      - Expenditures - \$15,196.52.
      - All member database invoices were sent in August.
      - Database invoice payments are coming in and being allocated to three accounts:

- Database cost (pass through account)
  - Operating Budget
  - Conference Budget
- HR Issues – Toth and Sweeney will revise Avrin’s Position Description in an attempt to have her placed on a higher salary range to secure more room for growth.
- Position of Treasurer – Sweeney raised the concern that there might be a conflict of interest with his holding the position of because he works for NJIT. Following lengthy discussion, it was decided that Toth will consult with George Laskaris and Sheri Prupis regarding the auditor’s position on any conflict.

### **3. VALID Update**

- Kurt Wagner distributed copies of the VALID Project Organizational Infrastructure & Business Plan which was discussed at length.
- VOSC Co-chair Taras Pavlovsky asked that members review the document in detail and provide feedback by October 19<sup>th</sup>.

### **4. VALE Partnership Review Committee**

- Following discussion Toth moved that the VALE Vice-Chair and Treasurer should serve as members of the VALE Partnership Review Committee along with the Chair and a fourth committee member. Scott Muir volunteered. It was approved unanimously. Toth will contact Laskaris and ask for a meeting.

### **5. Bylaws Changes**

- There was a discussion of proposed bylaws changes pertaining to the CEO of NJEDge and the Treasurer positions. Toth will draft wording addressing points of change for Treasurer and call for an electronic vote.

### **6. Reciprocal Borrowing**

- There was lengthy discussion about the Reciprocal Borrowing program which has been managed by the Resource Sharing Committee. It was suggested that the committee become a Special Interest Group and the Executive Committee created a taskforce created in order to charge them with maintaining and continuing support of the program. There are a lot of problems with the website as they pertain to the program and an outside contractor may be required to fix them. Toth and Craven will craft wording and reach out to the Committee chair to ask members to continue to support the policy.

### **7. At-Large Position**

- Toth confirmed that Judy Cohn accepted the Executive Committee’s invitation to rejoin the Committee for another two year term. No other At-Large members are on the Committee.

### **8. Transitioning of VALE Committees**

- Toth reported that he contacted chairs of the extant committees and advised them to continue to conduct business as usual until further notice.
- The Executive Committee asked that Toth direct Tony Joachim to update the VALE Committee page and instruct him where to place SIGs.

#### **9. Committee Reorganization**

- Toth asked for volunteers to co-chair the three new VALE committees. Greg Fallon and Judy Cohn volunteered for the Purchasing & Licensing Committee. He asked that members consider co-chairing the remaining committees.

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

- Colleen Daze reported that 70 librarians have signed up for the NJSL/LLNJ Mentoring program. They are meeting on October 2<sup>nd</sup>.
- The Chief Officers of State Library Agencies (COSLA) meeting is being held at Congress Hall in Cape May on October 19-21<sup>st</sup>, and as State Librarian of NJ, Mary Chute is hosting.

#### **11. April 14, 2016 Meeting Date Conflict**

- Craven advised that the LLNJ Board meets the same day as the Executive Committee. Toth will poll the Executive Committee by doodle to determine a new date to avoid a conflict.

**12.** The next meeting is scheduled for Thursday, October 29, 2015.

Minutes prepared by: J. Avrin