

VALE Executive Committee Meeting

September 15, 2017

Mercer County Community College DRAFT

Present: J. Avrin, L. Beninghove, E. Chapel, S. Chudnick, J. Cohn, H. Craven, G. Fallon, A. Hoang, S. Muir, M. Nizolek, T. Pavlovsky, J. Toth

Absent: M. Ochoa, K. Schalk-Greene, K. Wagner

- 1. Call to Order / Welcome / Minutes of the July 13, 2017 Meeting (Toth)**
 - Joe Toth convened the meeting.
 - Minutes from the July 13, 2017 meeting were approved as corrected.
- 2. Treasurer's Report (Pavlovsky)**
 - The budget was reviewed at the morning Members' Council meeting.
 - Ed Chapel confirmed that all complications in processing payment for Dave Hoover have been resolved.
 - Avrin noted that payment to consultant Mark Sandford needed to be processed. Chapel said a "Scope of Work" must be prepared. Avrin will work with Chapel.
- 3. Users' Conference (Toth)**
 - The Conference Planning Committee provided a ranked list of five potential key-note speakers.
 - Toth will contact the first name.
- 4. VALE / NJEDge Partnership (Toth / Chapel)**
 - Chapel and Toth agreed to schedule meetings.
- 5. Purchasing & Licensing (Cohn / Fallon)**
 - Avrin will provide Judy Cohn with a list of vendor contacts from whom to obtain ADA accessibility information.
 - Consortia Manager
 - Cohn, Greg Fallon and Richard Kearney will serve as points of contact for Consortia Manager questions.
 - Avrin will advise Consortia Manager Tejs Grevstad.
- 6. Outreach (Muir)**
 - An update on the new website was provided at the Members' Council meeting.
 - URL
 - The committee's consensus is that the url should remain www.valenj.org
 - Proposed alternative is valenj.njedge.net
 - Avrin will send domain renewal information to Muir and Kurt Wagner.

7. Planning and Assessment (Beninghove)

- Little to report. Beninghove and Marilyn Ochoa are meeting by phone on September 18th.
- They are looking at information from other consortia.
 - Following brief discussion it was agreed that they will look at additional consortia and prepare a summary.

8. State Library Update

- Report given at Members' Council meeting.

9. LibraryLinkNJ Update

- Report given at Members' Council meeting.
- DPLA
 - There are librarians who are interested but can't do it without their home institutions.
 - Working groups:
 - Governance
 - Metadata
 - Technology
 - Outreach

10. Business Manager Task Force Recommendation (Toth / Craven / Pavlovsky / Chapel)

- The position will become full time.
- Job description details were discussed at length.
 - Chapel needs help in creating the narrative for the NJIT job description.
 - He will create a new org chart.
 - Salary range needs to be determined.
 - Task force will get the information to Chapel.
 - Task force will send an initial list of advertising options.
- Search Committee
 - Needs to be a small group.
 - NJIT HR technical platforms will be utilized.

11. Montclair State University

- The university received official designation as a Public Research University.
- Discussion:
 - Should all four be represented on the Executive Committee or a smaller number on a rotating basis?
 - By-laws would require revision.
 - Discussion needed at Members' Council.

The next meeting is scheduled for Friday, October 27, 2017 at Rutgers University.

Minutes prepared by J. Avrin

DRAFT