

**VALE Executive Committee Meeting
July 21, 2009**

FINAL

Present: J. Avrin, F.W. Chickering, A. Ciliberti, John Cohn, Judy Cohn, C. Daze, M. Gaunt, A. MacRitchie, B. Nebeker, C. O'Connor, T. Pavlovsky, D. Pinto, R. Sweeney, B. Whitham

1. David Pinto convened the meeting with a review of the June 4, 2009 meeting minutes which were accepted as distributed and will be posted on the website.
2. Anne Ciliberti reviewed the June budget report, noting the only activities were receipts from the Shared Information Literacy workshop (FY09) and early deposits of approximately \$124,000 for FY10. There were no expenditures and the month ended with a balance of \$236,000. Salaries and benefits have been paid through June 26th with a remaining pay period to be split between two fiscal years. The Reserve account remains the same.
3. Pinto expressed the committee's gratitude that the New Jersey State Library will continue funding Academic Search Premier and Business Source Premier for the academic libraries through June 2010 and has written to Norma Blake, Kathi Peifer and Sheri Shafer to thank them for their efforts. Libraries that were holding credits for FY09 payment of BSP will be allowed to carry the credit for another year and Pinto will work with Peifer to have EBSCO express the credit carry forward in writing. Judy Avrin will confirm the term covered by those credits.
4. There was discussion on how VALE should increase collaboration for database purchasing with the State Library and Regional Library Cooperatives as database planning efforts move forward. Judy Cohn will contact Electronic Resources Committee Chair Maureen Gorman and coordinate a meeting with Kathi Peiffer and Cheryl O'Connor.
5. There was discussion of plans for a scholarly communication workshop to be held in the spring that will be open to the staff of all VALE libraries, with possible invitations going to other library organizations such as PALCI. ACRL is making its workshop materials available for general use, so they can provide a basis for a local program. Richard Sweeney and Judy Cohn will co-chair an ad hoc planning committee.
6. Birthe Nebeker was contacted by a committee chair questioning how to handle the transfer of functions to incoming chairs. It was determined that the current chair should facilitate the transition to new leadership (as necessary) in the May/June timeframe each year. Ciliberti revise the Committee Chair and Liaison Guidelines to reflect this addition. Pinto asked the group to review and share any other recommended changes to the Guidelines.

7. Pinto stated that the Bylaws revisions will be completed in time for review and approval at the fall Members' Council meeting. Chickering noted that application for incorporation and non-profit status will undoubtedly require some revisions to the Bylaws as well.
8. Bruce Whitham reported the Website Committee is ahead of schedule with the launch of the Drupal powered website. Original target for operation was January 1st but it may be ready in September. He will report any updates following the Committee's meeting on July 22.
9. Marianne Gaunt, Anne Ciliberti and David Pinto met with Arnold Speert to obtain his advice on seeking non-profit, tax exempt status. He indicated that VALE should move forward in this direction and provided some guidance on what he thought the next steps should be in garnering broader support for this endeavor. It was suggested that a list of "talking points" for advocacy efforts would be helpful and Chickering will compile and distribute a list to the committee.
10. The proposed FY10 Executive Committee meeting dates were approved as written. Dates for the next three Members' Council meetings are already scheduled and the group agreed to hold Executive Committee meetings immediate following these meetings. Pinto will contact Lewis Ostar of Middlesex County College to seek approval to continue holding meetings there. Once confirmed, Judy Avrin will book rooms and equipment through his office.
11. Avrin provided an update on FY10 database renewals. The only new database this year will be the *Chronicle of Higher Education* and changes to subscriber lists are consistent with prior years. Almost all Final Commitment Forms have been received and are being reviewed. Invoices should be sent no later than the first week of August. Judy Cohn reported that Wiley still has not provided pricing information.
12. OLE project – Taras Pavlovsky reported that the OLS task group seeks approval for membership survey that will help prioritize the preliminary work that VALE members will need to do before any migration to a new ILS can be implemented. He will distribute the survey to the committee for approval and will meet with Sweeney and Wagner to revise the survey as needed.
13. Andrea MacRitchie reported that the Users' Conference committee, co-chaired by Jan Skica and Trevor Dawes, has already met and plans are well underway. The theme will be "The Future is Now: Meeting the Needs of our Users". They proposed several keynote speakers which were discussed by the group. David Pinto will reach out to the speakers recommended by the Executive Committee to determine their availability and fees.
14. Pinto brought forth the suggestion from the OLE group that the Users' Conference sponsor an OLE track. After discussion, it was agreed that committee be encouraged to sponsor multiple sessions, but that the use of tracks does not seem warranted for a one-day program.

15. New Business

- Assessment Committee – Gaunt reported that the group has requested assistance in identifying new tasks. Suggestions discussed:
 - Review surveys that the various committees propose for clarity and methodology, after which the Executive Committee will consider and prioritize all proposed surveys.
 - Coordinate any assessments, such as LibQual, in which multiple VALE libraries are participating. Sponsor meetings for sharing results and insights among participants.
- The previous decision that VALE will not support food at committee meetings was affirmed. Refreshments will be subsidized only for special programs and training sessions.
- FMG digital video licensing proposal and survey – John Cohn reported that the Digital Media Committee seeks approval to distribute a survey to determine the extent of member libraries’ streaming video holdings and whether they should be added to the NJVid project via NJEDge’s statewide server. After discussion, the survey was approved (one abstention) for distribution.

16. Ciliberti reported that a very successful workshop was sponsored at the end of June by the Shared Information Literacy Committee. The workshop brought together about 55 elementary, high school and academic librarians to discuss instruction issues. Ciliberti requested an additional \$2 to \$3 to cover the expenses; this request was approved.

17. A draft letter to the Academic Officers Association of the community colleges proposed by the Shared Information Literacy Committee was reviewed. Ciliberti explained that the letter asks the Academic Officers to amend its General Education requirements to include an information literacy competency. The group’s draft recommendation for information literacy standards for students in their first two years of college was also reviewed. After discussion, the group agreed that Pinto will send a letter to Academic Officers requesting consideration of the additional competency. The group also approved the draft progression standards. Ciliberti noted the extraordinary efforts of Jacqui DaCosta on these projects.

18. Highlights from VALE Committee Annual Reports were delivered as follows. It was agreed that the Executive Committee liaisons will send letters and feedback to each of the committee chairs, copying Pinto on the correspondence.

- Information Literacy - Ciliberti
 - Sponsored a session at Users' Conference and a program on the information literacy progress standards at NJLA. Efforts to merge with ACRL User Ed were unsuccessful.
 - Projects for next year – continue work on the progression standards to third and fourth years of college and increase Committee profile among VALE members.
 - Ciliberti noted the commitment of the group and its leadership.

- Web Committee - Whitham
 - Committee has 16 active members and Barbara Arnett from Stevens Institute will be a new co-chair
 - The group requested released time for training of some of its members. The Executive Committee agreed that it cannot authorize released time; this is a decision that needs to be made locally.
 - Going forward in the new year, the group will finalize the work Drupal work and ensure that the other committee pages are migrated and brought up to date.

- Assessment – Gaunt
 - Sponsored successful LibQUAL
 - Provided feedback on the VALE futures survey distributed in the spring.

- Electronic Resources – Judy Cohn
 - Hosted a session at annual conference
 - Began review of VALE's preferred licensing terms which will continue in the coming year.
 - Will review requests for information on electronic resource management systems and whether to consider them as consortial offerings.

- Digital Media – John Cohn
 - Committee has been active this past year, extending discounted streaming video opportunities to several new distributors.
 - Interfaced with NJVid's Commercial Video Workgroup on efforts to upload titles to NJEdge server and this work continues.
 - In the coming year will work on developing a licensing model for use in negotiations with distributors, regularizing a planning calendar and possibly seeking assistance from VALE staff for handling survey and commitment results.

- Bibliographic Control and Metadata Committee – Pinto
 - Committee has 19 active members
 - Major work on NACO project and training will continue, as will work on the OLE and NJVid projects.
 - Established new standing agenda item for committee meetings to look at new cataloging efforts

- Cooperative Collection Management Committee - Chickering
 - Held four meetings during the year
 - Hosted session at Users' Conference
 - Presented a poster session at ACRL Conference
 - Worldcat collection analysis tool users group met twice
 - Objectives – establish new Serials Librarian Subcommittee

- Reference Services Committee - Nebeker
 - Efforts to increase active membership were successful
 - Held session at the Users' conference
 - Wants to conduct a survey to assess reference methods used at member libraries.

- Resource Sharing – Pinto for Scrimgeour
 - Hosted session at Users' Conference
 - Completed Reciprocal Borrowing Program survey. Results will be posted on committee webpage by September 2009.
 - Look forward to integrating committee webpage with new VALE website
 - Objectives include exploration of a Rapid Pod for NJ academic libraries, further development of undergraduate Reciprocal Borrowing program and promoting use of JerseyCat among academic libraries.

The next meeting is scheduled for September 25, 2009, following the Members' Council meeting at Monmouth University.

Minutes prepared by J. Avrin