

VALE Executive Committee Meeting

Minutes

Friday, October 27, 2017

Alexander Library

Rutgers University

Present: L. Beninghove, J. Cohn, H. Craven, G. Fallon, A. Hoang, S. Muir, M. Ochoa, T. Pavlovsky, K. Schalk-Greene, J. Toth, K. Wagner

Absent: E. Chapel, M. Chute, M. Nizolek, S. Chudnick

1. **Call to Order / Welcome**
2. **Minutes of the September 15, 2017 meeting** [VALE Members Council & Executive Committee meetings were held at Mercer County Community College] (Toth)
 - a. Minutes: Linda Beninghove volunteered to take the minutes for the October 27 meeting; Taras Pavlovsky and Joe Toth will assist.
3. **Treasurer's Report** (Pavlovsky)
 - a. Scott Muir asked if VALE had ever considered investing portions of its reserves, citing PALCI as an example. Taras stated he will look into the possibility.
 - b. It was agreed that the Executive Committee (EC) is happy with the way the current spreadsheet is displayed for budget reporting, and in the future the reserves will be displayed on a spreadsheet.
4. **VALE/NJEDge Partnership** (Toth / Chapel)
 - a. Joe Toth read the NJEDge report sent by Ed Chapel earlier this morning.
 - b. Significant discussion about Program Manager position.
 - c. Ann Hoang will offer assistance to Ed Chapel to facilitate the Program Manager position process.
 - d. Joe Toth will schedule a call with the Task Force.
 - e. Rutgers University and The College of New Jersey will act on behalf of VALE to post the listing once it is approved to NJLA.
 - f. Joe Toth suggested and others agreed to get a premium listing on job listing sites.
 - g. Taras Pavlovsky pointed out that the posting was not on the NJEDge site yet.
5. **Purchasing and Licensing** (Cohn / Fallon)
 - a. Judy Cohn, Greg Fallon, Richard Kearney, and Taras Pavlovsky have been answering a number of triaged questions that had in the past been answered by Judy Avrin. Greg Fallon noted that Richard Kearney has been a great help in this process.

- b. Taras Pavlovsky suggested it would be helpful to create a log to understand the types of VALE-related questions asked of NJEDge employees.

6. Outreach (Muir / Wagner)

- a. The new VALE website is almost ready.
- b. Scott Muir and Kurt Wagner gave a guided tour of the website. There appear to have been some updates to the site since the last time they viewed it.
- c. The password for database licenses was provided.
- d. Scott Muir asked the EC to send him their comments and feedback about the website.
- e. Kurt Wagner asked the EC to send him photos of our libraries as well as headshots and titles for the website.
- f. Kurt Wagner asked about content manager(s) moving forward for the new website. It was suggested that the new Program Manager can help to moderate the content management process with support from Kurt Wagner, Scott Muir, or whomever is the chair(s) of the Outreach Committee. It was suggested that committee chairs could have access to their respective sections as content editors.
- g. It was discussed that we have a frozen copy of the current website archived.
- h. Taras Pavlovsky will request that Dave Hoover continue maintenance of the VALE server for the time being.
- i. The Planning and Assessment Committee co-chairs will conduct a usability study prior to launch.
- j. Marilyn M. suggested and it was agreed that the website should contain an organizational chart.

7. Planning & Assessment (Beninghove / Ochoa)

- a. For the website usability study, the website will only be shown to a select group.
- b. Scott Muir suggested that it is advantageous to roll out the new website within this calendar year, therefore the usability testing would need to happen within the next few weeks. Scott stated that Ally Marketing will not provide the EC with access until we sign off on the website.
- c. Joe Toth suggested and it was agreed that the site should feature photos of the EC and their title instead of showing heavy text first.
- d. It was agreed that the library URL should be featured in the member directory, not the college/university URL.
- e. The VALE strategic plan was discussed, and Marilyn Ochoa suggested and it was agreed that the new Program Manager should help to facilitate the SP process.
- f. Scott Muir suggested the Planning and Assessment Committee should review the documents related to the last strategic planning process

(2006? 2002?) as well as the July 13, 2015 proposal. Scott asked if there exist points identified that VALE never did accomplish as a group?

8. Updates.

- a. Library Link NJ Update (Schalk-Greene)
 - i. Kathy Schalk-Greene stated that LLNJ recently completed the strategic planning process. The new strategic plan has been approved by the Board of Trustees. They are looking into how they will communicate their new strategic plan.
 - ii. They are hosting regional mixer events and there will be a success sharing meeting on November 30 in which attendees will talk about successful projects happening around the state.
 - iii. LLNJ is offering a rent-a-consultant program to help member libraries find the consultant they need.
 - iv. During the DPLA (Digital Public Library of America) symposium on June 14, 2017, four working groups were established. They are working to create a collaborative DPLA service hub for New Jersey and Delaware, with a proposal to DPLA planned for March, 2018.
- b. State Library Update (Chute)

9. New Business.

- a. VALE Conference sponsors and speaker update.
 - i. Leslie Burger has agreed to be the conference keynote speaker. The fee is \$2,000.
- b. Possible by-law revision related to research universities.
 - i. As Montclair State University became a designated research institution in July 2017, there is now a fourth in the state (the list now consists of Rutgers University-UMDNJ, NJIT, Montclair State University, and Rowan University).
 - ii. Scott Muir suggested the EC could examine this through the strategic planning process, perhaps by asking the Membership: Does the EC represent the Membership accurately?
 - iii. The matter is tabled for future discussion.

10. Old Business.

- a. Investigating Other Consortia (Beninghove / Ochoa) – This was discussed earlier in the meeting.
- b. Program Manager Task Force Recommendations – This was discussed earlier in the meeting.

11. Next meeting: Scheduled for Friday, December 8, to be determined whether the meeting will be held via conference call or in-person.

12. Adjournment.