

**VALE Executive Committee**  
**Meeting Minutes**  
Friday, September 21, 2018 | 1pm - 3:30pm  
Monmouth University

**Present:** L. Beninghove (Stevens), E. Chapel (NJEdge), S. Chudnick (Brookdale CC), J. Cohn (Rutgers), H. Craven (CCM), A. Hoang (NJIT), M. Lena (VALE), S. Muir (Rowan), M. Nizolek (NJSL), M. Ochoa (Middlesex CC), T. Pavlovsky (TCNJ), K. Wagner (Monmouth)

**Absent:** M. Chute (NJSL), M. Dempsey (RVCC), K. Schalk-Greene (LibraryLinkNJ), J. Toth (Stockton), P. Tumulty (NJLA)

**1. Call To Order / Welcome / Minutes of the July 12, 2018 Meeting (Wagner)**

- Wagner convened the meeting.
- Minutes from the July 12, 2018 meeting were approved as corrected.

**2. Treasurer's Report (Pavlovsky)**

- Chapel recommended that VALE have separate capital funds from reserves for special initiatives like Open Textbook Network.
- Database revenue has been trending down over past 3 years. Reasons for this include increasing database costs, decreasing/stagnant budgets, and members getting better deals outside the consortium. Lena will alert P&L Committee when she hears that schools getting better deals.
- VALE has been in holding pattern to offer new content due to PT staff and having manual workflow. Now with FT staff and ConsortiaManager, P&L will re-examine our position on new offerings. P&L will also look into library products other than databases, like Springshare.
- There is a discrepancy in the original WALDO quote and the final invoice, resulting in overcharges/undercharges for members. An email will be sent out from ConsortiaManager alerting the affected members. VALE will treat difference as carryover unless instructed otherwise by the member.

**3. Program Manager's Report (Lena)**

- VALE listservs have now all migrated to NJEdge Google Groups, and will go into effect next week.
- Listserv archives will be migrated to NJEdge server.

**4. VALE / NJEdge Partnership (Wagner / Chapel)**

- Wagner & Lena attended the August NJEdge Board of Trustees meeting and will be attending henceforth. They will continue to emphasize benefits of partnerships.
- The original list of names on the VALE/NJEdge Partnership Review Committee will be reviewed by Chapel, as several of the original members have rolled off the NJEdge Board.

## **5. Purchasing & Licensing (Cohn / Hoang)**

- The former Digital Media Committee is meeting in October. They will be incorporated as a subgroup of P&L.
- P&L is looking into holding a vendor day in November, where vendors will be invited to share their products. There is interest in focusing specifically on streaming media vendors.
- The ScienceDirect renewal is in the process of renegotiating.
- P&L will submit proposal for VALE conference.

## **6. Outreach (Muir)**

- The Conference Committee has provided a list of speakers. The EC will deliberate and have the speaker finalized by next EC meeting.

## **7. Planning & Assessment (Beninghove / Ochoa)**

- The Strategic Planning Survey Results Report was distributed and discussion of findings ensued.
- PAC will hold virtual focus group sessions with affiliate member leaders.
- PAC will submit proposal to Conference Committee for focus group sessions at VALE Conference.

## **8. OTN (Chudnick / Lena)**

- The OTN contract was sent to Joe Rearden for legal review.
- Potential workshop dates were selected: February 7th-8th, February 14th-15th, February 28th-March 1st. Potential workshop locations are TCNJ, CCM, and Middlesex.
- Workshop attendees will report to institutions in spring, and report back to EC in fall.
- Registration for these workshops will be managed by Lena and NJEdge.
- The OTN Task Force will come up with guidelines for Summer Institute.

## **9. Revise VALE Bylaws to accommodate Montclair State University as Executive Committee member (Wagner)**

- Item tabled until Toth is present at next meeting.

## **10. License Review Recommendation from Purchasing & Licensing (Cohn / Hoang)**

- *"A License Review Structure and Process for VALE-NJ: Recommendation and Questions for the Executive Committee"* was presented and then endorsed by the EC.
- The P&L License Review Group (P&L-LRG) will include Lena, Cohn, Chapel, Kearney, and Hoang; and seek guidance from Elizabeth Leonard.
- Lena will facilitate the electronic resource licenses between the P&L-LRG and Joe Reardon for review to include risk management before seeking final approval/signature by the VALE Chair.

- P&L-LRG will formulate procedures and an appropriate schedule for license review, to be submitted to the VALE-NJ Executive Committee for approval, prior to undertaking its regular tasks.
- All signed license agreements will be stored in Consortia Manager and accessible via username/password to all authorized member libraries. Lena will manage these documents and keep them current.

#### **11. Purchase of iPad for Lena**

- All approved the purchase of an iPad for Lena as a supplement to laptop.

#### **12. Conference Committee request for \$50 gift card**

- Motion is unanimously denied because VALE is a vendor and institutions don't allow for gifts from vendors.
- Beninghove advocated for VALE branded giveaways at conference.

#### **13. Investment of VALE's Reserve Fund (Hoang)**

- Hoang suggested investing in reserves, and all agree that more information is needed before a motion can be made.

#### **14. VALE presence at NJEdgeCon (January 9-10-11)**

- Chapel recommended VALE have a presence at EdgeCon 2019. He will invite a select group of VALE Conference presenters to reprise their sessions. Presenters can attend EdgeCon for free.

#### **15. Discuss offering Eduroam as a shared VALE/NJEdge product to members**

- Item tabled for time.

#### **16. Adjournment / Next Meeting Date**

- Next meeting: Thursday, October 25; Alexander Library, Rutgers University

*Minutes prepared by M. Lena*