

**VALE Executive Committee Meeting Agenda**

Monday, July 10, 2023 | 9 am – 11 am | Virtual via Zoom

[Zoom Link](#)

[Meeting Document Folder](#)

Present: Ali Cole (VALE), Marilyn Ochoa (Middlesex), Maria Deptula (Rutgers), Kurt Wagner (Monmouth), Gary Marks (William Paterson), Janet Hauge (ACCC), Ralph Bingham (LLNJ), Taras Pavlovsky (TCNJ), Donna Rosinski-Kauz (Ocean County College), Caitlin Kaplan (NJ Edge), Isabel Gray (Camden County College), Robert Hilliker (Rowan University), Ann Hoang (NJIT), Maria Baratta (NJSL), Consuella Askew (Rutgers), Danianne Mizzy (Montclair), Muhammad Hassan (Kean), Leigh Keller (Ramapo)

- I. **Call To Order** (Hoang)
  - A. Hoang called to order at 9:04 am, attendees introduced themselves
- II. **Approval of [June 8, 2023 Meeting Minutes](#)** (Cole)
  - A. ALA Midwinter is now LibLearnX, minor typos amended.
  - B. Hilliker moved to approve minutes as revised, Pavlovsky seconded. Minutes approved as revised.
- III. **NJAL Conference Planning Update** (Marks/Deptula)
  - A. Top choice conference themes have been submitted to VALE EC for feedback/approval for tomorrow's NJALC meeting. Once a theme is chosen, the planning committee will select a keynote speaker.
  - B. Hoang in Chat - Proposed to go with choice #1 theme: Building the Future of Libraries: Technology, Community, and Student Success. Back-up option is "Libraries of the Future: Equity. Communities, and belonging" – consensus with this choice.
  - C. Site visit to Middlesex scheduled July 24<sup>th</sup> – for logistical planning.
  - D. The plan is to have calls for proposals ready to go out in August – the committee wants to move the deadlines and timeline up a bit this year for greater collaboration opportunity.
  - E. Program Discussion
    1. Marks: In the past the printed program was elaborate and expensive. Pavlovsky: Historically Berkeley picked up the cost – it was not a burden for VALE. We have not faced a cost for printed programs before.
    2. Program subcommittee to investigate costs and online options for the program.
    3. Kaplan noted that Edge used Staples for program printing, it was quick, professional, and cost effective. Gray will investigate if CCC can pick up program costs. Taras added that the budget for printing is \$200.
    4. Marks noted that online is more dynamic, we can make last minute changes if needed. Attendees use their phones to navigate conferences. Mizzy: it is also more environmentally friendly to have online.
  - F. Keynote Speaker Discussion

1. Marks will have top three keynote speaker candidates for EC to review by the end of July. The subcommittees have been organized; work will begin at tomorrow's meeting.
2. Hoang noted that in the past there was a list of 5-6 to select from. Pavlovsky pointed out that 3 would be better. Hilliker: the goal is to have three to choose from, will have discussion about backup plan for any last-minute changes.
3. Plan is to have three primary choices and one backup separate from primary list.

IV. **Old Business** (30 mins)

A. Proposed FY2024 Executive Committee & Members Council Meeting Calendar (Cole)

1. Hoang noted that the MC meeting has been pushed to Oct and we added a January special budget meeting again. Planning a possible in person meeting day for June. Pavlovsky moved to approve; Ochoa seconded.
2. Hilliker raised concerns over conflicts with the ALA dates and the tentative in person meeting in June 2024.
3. Discussion, revised June meeting date due to conflict w ALA. Finalized and approved.
4. Pavlovsky requested PM to send invites for future meetings, so everyone has them on calendar ahead of time. Cole agreed.

B. Professional Development Program for Library Middle Managers (Askew/Hilliker)

1. Hilliker, Mizzy, & Askew met with LLNJ (Bingham & Darby Malvey) to discuss existing LLNJ programming and the needs of VALE. All agreed it's worth exploring what kind of model might work for co-developing programming for a middle management tier for academic libraries. Some of what is existing can be used, some specific academic library skills need to be added. LLNJ doesn't have a lot of time to devote, a partnership is the best way to approach this.
2. Askew added that a cohort format has been discussed rather than individualistic workshop training approach, a focus on building that cohort and keeping the channels of communications open.
3. Hassan volunteered to assist in developing and defining what the program is. Mizzy noted the two main themes identified: leadership and management. Bingham volunteered to be part of the committee on the LLNJ end and suggested the creation of add on modules to what they are doing now. First, needs need to be identified. Hoang suggested creating a task force and asked if we want to sustain professional development for academic librarianship - something for the task force to discuss further – we can sunset the taskforce once programs are put in place and are sustainable.
4. Mizzy brought up capacity and asked how we can balance capacity and the needs of VALE. Hoang stated that a cohort can ensure programs are specific, Hilliker suggested a 25-person cap to enable scaling. Bingham stated Super Library Supervisors is at capacity, and additional partners are needed. Hilliker recognized that there seems to be a challenge in developing a middle level of leadership for librarians in the state. It is to our benefit to develop the next generation of leaders. It would also make it easier for us to recruit in state.
5. Hoang added to keep this item on the agenda for future updates.

- C. **Edge and VALE MOU** (Hoang/Kaplan)
  - 1. Kaplan stated that MOU still under review with legal counsel, that's where the holdup is, she will follow up.
- D. **2024-2026 Strategic Plan** (Hoang/Ochoa/Cole)
  - 1. Ochoa and Cole collaborated to create a timeline. Ochoa shared screen and reviewed planning document spreadsheet tabs. The new strategic plan will cover 2024-2027. We will be looking at the process internally – Judy Cohn recommended an external consultant but given time and Ochoa's experience, it is being done internally.
  - 2. The EC will be given an assignment to reflect on strengths and weaknesses of VALE. Cole will send out assignment/spreadsheet to EC to be returned by August 22<sup>nd</sup>. The EC is tasked to think about – what do other consortia provide and where are the gaps in what VALE provides.
  - 3. Initially a SWOT analysis was planned but have decided to use SOAR instead.
  - 4. Mizzy suggested adding a place to talk about things we might want to stop doing using the start/stop/continue model. Ochoa agreed, Cole added to spreadsheet.
  - 5. Hoang mentioned that the Members' Council meeting was pushed to October so that MC can be involved in the planning process and so that we have time to make sure EC supports. Pavlovsky thanked Ochoa for providing the framework and asked if it was all new or some of what we have done before. Cole responded that it is all new.
- V. **New Business** (10 mins)
  - A. **Committee Chairs** (Hoang)
    - 1. Wagner & Keller have agreed to stay on as Purchasing & Licensing Chairs.
    - 2. Rosinski-Kauz agreed to remain on Planning & Assessment and to reach out to Fontoura.
    - 3. Owusu-Ansah is no longer on EC, Hoang called for a volunteer to co-chair the Outreach Committee. Hilliker volunteered since the OER committee has transitioned into a SIG.
    - 4. A professional development task force will be discussed via email.
- VI. **Standing Reports** (30 mins)
  - A. **Treasurer's Report** (Pavlovsky)
    - 1. No report. Kaplan has not yet finalized end of year reports. Pavlovsky will distribute when ready.
  - B. **Purchasing & Licensing Report** (Keller/Wagner)
    - 1. Report is in the meeting folder. Wagner deferred to the Program Manager's report.
  - C. **Planning & Assessment Report** (Fontoura/Rosinski-Kauz)
    - 1. Nothing to report.
  - D. **Outreach Report** (Hauge)
    - 1. Outreach report is in the meeting folder.
    - 2. Hauge stated that a website review was done a few months ago and is working with Cole to update the website.

E. Program Manager's Report (Cole)

1. PM report is in the meeting folder. Cole reviewed report items and shared updates to the website, including member map, as well as the status of new vendor onboarding.
2. Hauge asked about Flickr account access, Hoang will get password.
3. Hoang asked to update Bloomfield College in the directory to Bloomfield College of Montclair State University (additional location).
4. Pavlovsky mentioned that a member map was made 10 years ago and asked if this new one was based on it. Cole said it wasn't and requested a copy of the old one.

VII. **Standing Updates** (10 mins)

A. LibraryLinkNJ (Bingham)

1. July LLNJ Newsletter is in the folder. Bingham expressed hope to create a task force for professional development. LLNJ's focus is slightly shifting to be less public library dominant. Reminder that the fall literacy conference is coming up, proposals are currently being accepted.
2. Send any updates on happenings - if your library is doing something you want to brag about, please let Bingham know and LLNJ can feature you in the newsletter.

B. NJ State Library (Baratta)

1. State librarian's June update is posted in shared folder.
2. There are proposed changes to the Library Construction Bond Act regulations, this has affected some libraries that applied for grants. Details on proposed changes are in the June update and will be discussed during a webinar on June 29 (details in report).
3. Reminder that there are free resources available through the State Library and there are monthly virtual programs – feel free to share the programming calendar widely, it is not limited to those with library cards.
4. Affordable Connectivity Program (ACP) is meant to help families with internet access problems, more information in the report and on the website.
5. NJSL is looking for volunteers for their resource advisory committee for input and feedback. Hoang asked for Baratta to post the call to the VALE Listserv.

VIII. **Adjournment and Future Topics for Discussion** (Hoang)

- A. Next Meeting: Thursday, September 28, 2023 | 1-3 PM | Zoom