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VIRTUAL LIBRARY
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Alabama Virtual Library

November 28, 2018, 10:30 a.m.
Alabama Center for Commerce
401 Adams Street, Suite 764
Montgomery, Alabama

Minutes for November 28, 2018

Meeting called to order: 10:30 am
Meeting was adjourned: 12:18 pm
Minutes approved as official: January 16, 2019

- I. **Welcome / Introductions** - Charlotte Ford welcomed everyone and ask each to introduce themselves and describe their affiliations.
- II. **Review of Minutes from Sept. 2018 Meeting** - Charlotte Ford
 - a. The Council was asked to review the September 28, 2018 minutes
Corrections - None
 - B. A motion was made by Susan Zana to approve September 28, 2018 minutes, Vicky Ohlson accepted and seconded the motion and Council unanimously agreed.
- III. **Financial Report** - Susan Zana and Cristin Dillard reported that all PO's have been paid. Ron asked if Oxford went up. Susan indicated that it increased by \$531. Susan indicated that in FY 2019 we should have \$33,000 available to spend on publicity, postage, etc. due to the prepayment of various databases in the 2018 budget. A projected \$97,000 shortfall is expected in the fiscal year 2020 due to the full payment of various databases coming due (that were not in the fiscal year 2019 due to prepayment) and a projected three percent increase on existing EBSCO databases. The deficit will be even larger if other database vendors increase their prices. Rocky asked about the Supercomputer Authority charges. It was reported by Bryce that this had previously been paid.
- IV. **Unfinished Business** - Charlotte Ford
 - a. Status of the AVL FY 2020 budget proposal and the need for coordinated advocacy for the AVL.
Charlotte opened a discussion about the projected shortage expected for the fiscal year 2020. Susan indicated that the Board of Education funding request was flat. Charlotte and Susan have a meeting with Superintendent Dr. Mackey on December 18th. Charlotte wrote a letter to Governor Ivey and the State Board of Education explaining why AVL needs more funding. She received a call explaining that the Board does not request increases for AVL and indicating that the AVL council would need to advocate for more funding. Ron suggested sending a letter to the head of AVL agencies and then requesting a face-to-face

visit with each. It was noted that the upcoming Legislative day will be critical to all libraries and the AVL. A suggestion was made to move the fiscal agent, and Charlotte indicated that this could be considered in the future. It was suggested that we tie-in to the Governor's motto "strong start strong finish." All members indicated that we need hard information on AVL funding needs, costs, and a general fact sheet for use in correspondence with legislative representatives and heads of agencies. Ron indicated he would write and collect statistics for usage with communication. Charlotte and Renee will try to meet with the ACCS chancellor and the head of ACHE on the afternoon of December 18th. Vicky will write something dealing with economics for use with AVL publicity.

To summarize:

- A letter will be written to Senator Orr and Representative Poole
- A meeting will be arranged with the AVL agency leaders
- Legislative planning will be developed
- Data will be gathered
- Vicky will write a letter to be posted on the AVL website
- In the new year, the council will work to mobilize grassroots support for AVL

b. AVL collection development / challenge policy

Charlotte opened the collection development policy discussion by indicating that this was last discussed one year ago when someone had lodged a complaint about inappropriate material. The AVL council had previously developed a policy which was passed with an amendment statement. No evidence was found where this was placed in the by-laws of the AVL. Charlotte indicated that we need something in place if a database is questioned in the future. It was decided that the Database Review Committee will develop a policy and procedure for challenged material. Nancy moved to strike the amendment and replace with a challenge policy, and add the challenge policy and procedure that will be developed by Phill Johnson and Rick Freemon. Ron Leonard seconded the motion.

V. New Business

a. AVL Website Renovation Update - ASA

Eric Dorr no longer with ASA. Bill asked for a vote on the proposed web changes. Charlotte discussed the things to look at and distributed a copy of some of the changes. Suggestions were:

Categories: more categories. Council approved the revision of categories.

Use Google Analytics to track website usage.

The Council approved usage of Google Analytics.

Resources: Council agreed to build on what is already there.

Product Review Form: This will be reviewed by the database review committee.

Change FAQ How do I cite AVL Sources: Change the FAQ How do I cite AVL sources to read "Most AVL databases have citation information in a toolbar at the article level. You may also consult the appropriate style manual." and to link to https://owl.purdue.edu/owl/research_and_citation/resources.html instead of to apastyle.org. This was accepted by the Council.

Consider holding a video contest to create Featured Videos for the new site:

Discussions were made about prizes, time for voting. A suggestion was made to wait until the new site launches and come back to the question of the contest. A council member indicated that feedback from the new site would be good information.

Nancy moved to accept all changes and Ron seconded all changes. The Council moved to approve.

The new website will launch the first of the year.

- b. Alabama OER Commons hub update.
The OER Committee meets once a week. The Council was invited to review the hub on the AVL site. Charlotte asks APLS to appoint a member for the OER Committee. Nancy will assign a representative in the future. Charlotte explained the “group” formation on the OER hub. Phill reached out to academic libraries to answer some questions. He discussed and distributed the questions. He indicated that he will build on the information collected. Ron and Vicky want to get input from their faculty grant recipients. ACHE and ACCS awarded grants to faculty to develop OER resources and these grants will affect eighteen thousand students and save two million dollars. Charlotte discussed the ISKME training. These training sessions will include hub administration, authoring, community engagement. These sessions are paid for. This spring faculty will be able to use the resources. It was discussed whether to allow a SLIS student the opportunity to intern to help with OER Commons development. Some Council members suggested that hiring someone to look over OER be part of a requested budget increase.

VI. Committee Reports and Signup

a. Budget

Susan Zana
Cristin Dillard
Ron Leonard

b. By-Laws

Nancy C. Pack
Vicky Ohlson
Rick Freemon

c. Database Review

Susan Zana
Phill Johnson
Bryce Thornton
Ron Leonard
Amy Smith
Rick Freemon

d. Legislative

Phill Johnson
Vicky Ohlson
Nancy C. Pack

e. Nominating

Phill Johnson
Renee Marty

f. OER Commons

Charlotte Ford
Phill Johnson
Renee Marty
Vicky Ohlson
Ron Leonard
Bill Paine
Cristin Dillard

g. Publicity

Cristin Dillard
Rick Freemon
Bryce Thornton
Renee Marty
Dede Coe
Susan Zana

h. Selection & Licensing

Ron Leonard
Amy Smith
Phill Johnson

i. Training

Dede Coe
Melinda Smith (APLS)?
Michelle Wilson?
Delores Carlito?

VII. Announcements

Charlotte asked about chairs of each committee. The Council decided that the committee chairs would be decided amongst the sub-committee groups when they met virtually. Amy will forward information to Charlotte about exhibitor setup at ALLA. Susan and Charlotte have submitted a presentation for ALLA. Ron asked Charlotte to write a letter asking grant recipients about participation in OER. Charlotte asked that the request is made via email.

Susan Zana moved to adjourn Ron Leonard seconded.

VIII. Next meeting: January 16, 2019, 10:30 a.m.

(Deadline for items to be added to the agenda: January 9, 2019)
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