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CARLI Board of Directors Minutes for September 19, 2008

Consortium of Academic and Research Libraries in Illinois. Board of Directors

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CARLI Board Meeting

September 19, 2008

CARLI Office, Champaign, IL

Members attending: Connie Bakker (College of Lake County), Mary Case (University of Illinois at Chicago), Jan Chindlund (Columbia College), Anne Craig (Illinois State Library), Scott Drone-Silvers (Lake Land College), Claire Eike (School of the Art Institute of Chicago), Cheryl Elzy (Illinois State University), Kathryn Harris (Abraham Lincoln Presidential Library), Paula Kaufman (University of Illinois at Urbana-Champaign), Allen Lanham (Eastern Illinois University), Karen Schmidt (Illinois Wesleyan University), Susan Singleton (CARLI), Donna Smith (Kankakee Community College), Ellen Sutton (College of DuPage) (by phone), Carla Tracy (Augustana College), Anna Maria Watkin (Parkland College)

Members absent: Rick Pearce (Illinois Board of Higher Education)

Decisions:

- Minutes of the May 16th meeting were approved prior to the meeting.
- The Board elected Karen Schmidt as the Vice-chair/Chair-elect.
- The Board moved the election of the Vice-Chair/Chair-elect from the first meeting of each fiscal year to the final meeting to ensure a more timely transition of the Executive Committee responsibilities.
- The Board approved a partial subsidy for CARLI libraries interested in becoming members of the Center for Research Libraries. CARLI will subsidize 50% of the annual membership fee up to a maximum of \$2,000/year for a total of 2 years.
- The Board rejected a request to contract with member libraries to host commercial digital collections in the CARLI CONTENTdm environment.

Announcements:

- Members were appointed to the following Board committees:
 - Finance committee: Carla Tracy, Chair, Jan Chindlund, Scott Drone-Silvers, Allen Lanham, and Donna Smith
 - Personnel committee: Karen Schmidt, Chair, Connie Bakker, Claire Eike, Katherine Harris, and Paula Kaufman
 - Product and service vetting committee: Cheryl Elzy, Chair, Connie Bakker, David Carlson, Jim Cubit, Beth Sandore, Anna Maria Watkin.
 - Program Planning Committee: Paula Kaufman, Chair, Belinda Cheek, Scott Drone-Silvers, Christine Frank, Ellen Sutton
- The Spertus Institute of Jewish Studies has changed their membership category from Governing member to Associate member effective immediately.
- CARLI is pleased to welcome the Board to its new facilities and thanks University of Illinois Administration and the University of Illinois Urbana Champaign for making the new space possible.
- CARLI completed all recommendations of the University of Illinois IT audit standards within deadline, and is now in full compliance. CARLI will continue to monitor systems and take steps as needed to keep

systems in compliance with audit standards.

- Investigations on methods to synchronize the I-Share reports server are continuing, but to date a scalable solution has not been found.
- The Board thanked the IT staff for their work upgrading the server environment for increased capacity and decreased energy consumption.
- VuFind was released to all I-Share libraries as an alternative catalog search interface in early August. Over 35 I-Share libraries have requested customized web page.
- CARLI's development of VuFind has been frozen while CARLI staff awaits the reintegration of the CARLI VuFind with the forthcoming release of VuFind version 1.0.
- CARLI will host a meeting of the Research Library Directors on September 23 at the University of Illinois Chicago to discuss plans regarding print retention and last copy.
- The Annual Membership Meeting will be held on October 24 at the I Hotel in Champaign. The keynote speaker will be Marshall Keys. Meetings of the Governing Directors and the CARLI Committee Chairs will be held immediately preceding the Annual Meeting.
- The Collections Working Group and the E-Resources Working Group are planning an E-Book Symposium to be held in Champaign on February 23, 2009.
- CARLI will be releasing a Request for Proposal (RFP) in September for the purchase of an electronic resources management system. Upon successful completion of the RFP process, interested member libraries will be able to participate in the purchase.
- CARLI will be releasing a Request for Proposal (RFP) in September for the aggregated journal database package currently provided to all CARLI members at no direct cost. The current contract with EBSCO Publishing expires in June 2009.
- Board member Allen Lanham will be named 'Academic Librarian of the Year' at the 2008 Illinois Library Association conference in Chicago. The Board congratulates Allen on his award.
- The scanning location for the Book Digitization Initiative has been moved to the Open Content Alliance digitization facility at the Allen County Public Library in Fort Wayne, IN. A digitization schedule and shipping procedures are being finalized.
- The theme for the Book Digitization Initiative for FY2010 will remain Illinois Culture & Heritage. The theme for the Collaborative Digitization and Collection Partnership Awards within the CARLI Collections Enhancement Awards Program will be Peace / Justice / Conflict.
- The Board received a packet of financial reports including FY 2008 Year-End summaries, projected revenues and expenditures for FY 2009, updated multi-year planning, and 2nd quarter FY 2009 CARLI staff FTE analysis.
- The Board accepted the annual reports from the [Collections Working Group](#), [E-resources Working Group](#), [Preservation Working Group](#), [Public Services Working Group](#), [I-Share Users Group](#), and the [Digital Collections Users Group](#). The groups were thanked for their work.
- The Board expressed their appreciation to library directors for allowing staff to serve on the committees.
- The meeting was adjourned at 2:45 PM.

Tasks assigned:

- The Board directed CARLI staff to send all I-Share Universal Borrowing Statistics to all I-Share directors.
- The Board directed staff to follow up with ARTstor to discuss long-term options for digital collections

development and access.

- The Board directed staff to pursue improvements to the CARLI digital collections search and navigation.
- Staff will develop a quarterly report to the Governing directors that provides a more detailed overview of the Board meetings.
- The Board directed staff to create a private contact directory for Board communications.
- The Board directed staff to work with a member group including Board volunteers Anna Maria Watkin and Scott Drone Silvers to evaluate the current membership structure and make recommendations regarding membership categories and fees for fiscal year 2010 and beyond.
- The Board directed staff to work with Karen Schmidt to develop a process and benchmarks for the assessment of CARLI Services.
- Staff and Board members will submit guiding principles and values that would be critical in the development or replacement for the current ILS.

Meeting Dates and Deadlines:

- CARLI Annual Meeting, Friday, October 24, 2008, Champaign
- Next Executive Committee Meeting: November 26, 2008 - conference call
- Next Board Meeting: December 5, 2008, Lincoln Presidential Library, Springfield

2008-2009 Board Meeting Schedule

- September 19, CARLI Office, Champaign
- December 5, 2008, Lincoln Presidential Library, Springfield
- March 6, 2009, CARLI Office, Champaign
- June 5, 2009, Southern Illinois University-Carbondale, Morris Library