

VALLEY LIBRARY CONSORTIUM

Administrative Council Meeting PACKET

10:00am

Wednesday, June 20, 2012
VLC HQ or Via Conference Call

Items Attached:

- A. Agenda, p.2
- B. Administrative Council Minutes, May 16, 2012, p.3 – 5
- C. Executive Director's Report, p.6 – 7
- D. FY 2011/12 Financial Reports, p.8 – 12
- E. Strategic Plan Dashboard, p. 13
- F. Meeting Schedule (Administrative Council & Board), p.14
- G. Board Agenda, June 20, 2012, p.15
- H. Board Minutes, May 16, 2012, p.16

VALLEY LIBRARY CONSORTIUM
Administrative Council Meeting
10:00am
Wednesday, June 20, 2012
VLC HQ or Via Conference Call

AGENDA

Additions to the Agenda:

Consent Agenda:

1. Approval of the minutes from the May 16, 2012 meeting (p. 3 – 4)
2. Executive Director's Report (p. 5 – 7)
3. Financial Reports (p. 8 – 13)

Old Business:

- 1.

New Business:

1. Executive Director's Evaluation Tool
2. RDA
3. Annual Surveys
4. Strategic Plan Annual Review Date
5. Michigan Molecular Institute

Strategic Plan -- Measuring Success:

1. Review Strategic Plan Dashboard (p. 14)

Tech Sharing:

Announcements:

News or Events from Member Libraries

Next Scheduled Meeting: August 15, 2012

VALLEY LIBRARY CONSORTIUM
Minutes of the Administrative Council
May 16, 2012 10:00 a.m.

Council Members Present: Tom Birch-Bay County; Jack Wood-Delta; Melissa Barnard-Grace A. Dow; Stephanie Mallak Olson-Iosco; Melissa Malcolm-Lapeer; Judy Eastland-MMI; Alice Parsons-Northwood; Jeanette Bach-Pigeon; Erin Schmandt-River Rapids; Nannette Pretzer-St. Charles; Bryon Sitler-White Pine.

Council Members Attending Remotely: Marcia Dievendorf-Caro; Desta Ureel-Dryden; Cory Goethe-MCC; Kelli Lovaz-North Branch; Emily Clark-West Branch.

Council Members Not Present: Kay Hurd-Almont; Colleen Montalbano-Bay City Schools; Rosemary Rice-Gutierrez-Bridgeport; Bruce Guy-Gladwin; Sheila Bissonnette-Harrison; Jessica Moore-Marlette; Trish Burns-PLOS; Tracy Harnish-Ruth Hughes.

Others Attending: Lee Martin-VLC; Kay Dunker-VLC.

Chair J. Wood called the meeting to order at 10:00 a.m.

J. Wood asked if there were any additions to the agenda. There were none.

Consent Agenda

M. Barnard moved to approve the Consent Agenda. S. Olson seconded. Motion carried.

Old Business

1. Membership Capacity Weighted Criteria Proposal

T. Birch presented the document that was handed out at the meeting. Two changes were made during the meeting: 1) the enrollment fee would be \$50000 and 2) the wording under the enrollment fee would be moved to under initial charges.

B. Sitler moved to accept the Membership Agreement with the discussed changes. E. Schmandt seconded. Motion carried.

New Business

1. VLC Bylaw Changes Discussion

B. Sitler presented the document (p. 20-34). The Membership Agreement just approved will replace the one in the presented document.

T. Birch moved to accept the new Bylaws. J. Bach seconded. Motion carried.

2. Nominating Committee Report/Candidates

Board:

- Tom Birch – President
- Melissa Malcolm – Vice President
- Trish Burns – Secretary/Treasurer
- Jack Wood will finish out Josh Schu's term on the board 2012-13
- Nannette Pretzer will serve 2 year term member at large 2012-14

Administrative Council:

- Erin Schmandt will be Administrative Chair to finish out Josh Schu's term 2012-13
- Rose Mary Rice-Gutierriz will be Administrative Chair elect 2013-14

S. Olson moved to accept the slate the candidates as presented. B. Sitler second. Motion carried.

3. Database Recommendations

J. Bach moved to approve the recommendation from the Database Committee as presented. S. Olson seconded. Motion carried.

Strategic Plan – Measuring Success

1. L. Martin and S. Olson will work in rewriting the Individualized Training Goal (SP 1.1)
2. M. Barnard pointed out that we have achieved several of the goals already. L. Martin will contact the facilitator from the Strategic Plan meeting last summer and see how we should proceed with a review. A possible date for the meeting in July 18.

Tech Sharing

L. Martin said that the VLC staff is testing a project management software called Basecamp. One of the projects the VLC staff will be working on is VuFind, a replacement for HIP.

L. Martin announced that a new tab has been added to the HIP profiles of the libraries using LibraryThing. The tab labeled "New - Mobile App Info" will lead patrons to basic information about the app, instruction for installing it on Android or Apple IOS devices, and QR codes they can scan to lead them directly to the download pages.

Announcements

S. Olson announced the Iosco has certified the ballot language for the Aug. 7 millage. M. Malcolm said that they are close to certifying the language for Lapeer's millage.

M. Malcolm announced that Lapeer has started a subscription to Reference USA. A. Parsons suggested that libraries may want to take a look at DemographicsNow.

E. Schmandt held a class on Facebook for Businesses – the room was overflowing.

Next scheduled meeting is June 20, 2012 at 10:00 a.m.

Meeting was adjourned as adjourned at 10:55 a.m.

Minutes prepared by Kay Dunker.

Executive Director's Report, June 20, 2012

New Reporting Server

As many of you are already aware, the new reporting server is now live. I'm waiting on one final bill from SirsiDynix before I will have the final cost of the server, which should be by our next Administrative Council meeting. At that time I will provide you with the final actual cost of the project. As you may have seen Kay Dunker originally scheduled 2 basic or intro classes on how to run reports using the new server. Since she has filled all the seats for both of those classes she has now scheduled a third class for Tuesday, July 17 from 9:00am to 11:30am. This class can be accessed both here at the VLC and/or online via ReadyTalk. Kay will be recording all these sessions and once they are edited she will upload them to our Educational Resources webpage for you to access at any time. Kay will primarily focus on the basics of running reports in these classes, but she will touch on some of the more advanced topics at the end of these training sessions. The plan has been and is to provide you with a second class that would cover the advanced topics of running reports after you have had an opportunity to get your feet wet with the basics. That class will take place in early August.

VuFind Project

At the last Administrative Council meeting I made mention of a project that my staff and I would be starting this summer that could potentially replace or at least provide an option to HIP as the public access interface for interested libraries. We plan on having a prototype available for you to start playing around with later this summer. If you like what you see and its potential we will start a formal project to replace HIP in the early fall.

So what is VuFind?

VuFind is an alternative interface to HIP, offering users what may be a better way to search and discover library resources. VuFind searches data from the Horizon database, the same data that the classic HIP interface searches. In VuFind, just as in HIP, users may check item availability and place requests.

Features of VuFind include:

- A single simple search box
- More robust search results
- Facets to refine search by subject, title, topic, language, format, and more
- The ability to request and to renew items
- Ability to text search results to mobile devices
- Integration with LibraryThing for Libraries
- Focus on home library catalog or expand to search the union catalog
- Up-to-the-minute item status and location information

- User-created username and password, for easier access to MyAccount information
- Links to electronic full text when available
- One-click links to reviews for some titles
- One-click links to book previews in Google Book Search for some titles

VuFind was developed initially at Villanova University for use in libraries. It is completely modular, so you can implement just the basic system or all of the components. Since it's open source, we can modify or add modules to best fit our needs. A wide range of configurable options allow extensive customization without changing any code. The VLC would like to adapt our VuFind instance so that it will serve the unique needs of our consortia community.

Some of you may ask why explore open source for this and not the ILS (Evergreen) itself. VuFind is not isolated to one ILS system. It is developed for the majority of ILSs in production use today. Where Evergreen has a very small and isolated user group, VuFind has a very large and active group. Evergreen seems to be peaking, whereas VuFind is exploding.

It was originally developed by Villanova University Libraries and initially embraced by the academic community. Now we are seeing an influx of public libraries embracing this technology for their patrons.

Here are a couple of examples for you to evaluate:

- Wake County Public Library, NC: http://wcpl.co.wake.nc.us/isbn/brian_intro/brian_intro_page.php
- DC Public Library: <https://catalog.dclibrary.org/vufind/>
- Marmot Library Network, CO: <http://opac.marmot.org/>

If you have any questions or concerns please do not hesitate in asking/telling me. As we progress as usual I will keep you informed on our progress.

Horizon 7.5.3 Beta Testing

Horizon 7.5.3 will be in beta this summer and the VLC staff plans on participating in testing.

New features include, but are not limited to, email address verification and a sort button on the borrower request list. We will provide a full list of the enhancements once that list is released.

There is a new release of the Facebook app, Social Library, scheduled for June 18th. Kay has been working with a SirsiDynix developer to work out a few issues and to get some added features in this release, which include having the collection code display on the item detail and having the hold expire date and the hold suspend date display on the borrower's list of holds.

VALLEY LIBRARY CONSORTIUM

Fund Balances

As of May 31, 2012

		May 31, 12	Apr 30, 12
ASSETS			
Current Assets			
Checking/Savings			
	1005 · Operating Funds	113,658.59	141,308.06
	1105 · Capital Funds	101,043.15	103,019.41
	1205 · I/R Funds	529,681.22	529,545.48
	1301 · Building Maint. - Wildfire	31,687.28	31,677.89
	Total Checking/Savings	<u>776,070.24</u>	<u>805,550.84</u>
Accounts Receivable			
	1500 · Accounts Recievable	2,174.18	2,947.80
	Total Accounts Receivable	<u>2,174.18</u>	<u>2,947.80</u>
	Total Current Assets	<u>778,244.42</u>	<u>808,498.64</u>
TOTAL ASSETS		<u>778,244.42</u>	<u>808,498.64</u>

VALLEY LIBRARY CONSORTIUM

Operating Funds Activity

As of May 31, 2012

	Type	Date	Num	Name	Memo	Amount	Balance
1005 - Operating Funds							141,308.06
Total 1001 - Cash - Oper MM - 22152						(9,655.11)	114,533.69
1000 - Cash - Operating BC -6569							17,119.26
	Liability Check	05/09/2012	7107	1st State Bank	HSA Payment - J. Enge	(100.00)	17,019.26
	Liability Check	05/09/2012	EFTPS	1st State Bank	Federal Payroll Taxes	(1,964.69)	15,054.57
	Liability Check	05/09/2012	7108	State Of Michigan - withholding	State Payroll Taxes	(623.89)	14,430.68
	Check	05/09/2012	7109	TIAA-CREF	Staff Retirement	(822.31)	13,608.37
	Check	05/09/2012	7110	Chase Card Services	Credit Card Payment	(50.04)	13,558.33
	Check	05/09/2012	7111	Blue Cross Blue Shield of Michigan	Staff Health Insurance	(1,406.42)	12,151.91
	Check	05/09/2012	7112	American Maintenance & Cleaning	Cleaning Service	(555.00)	11,596.91
	Check	05/09/2012	7113	Nagel & Shippers Products, Inc.	Building paper Products	(148.75)	11,448.16
	Check	05/09/2012	7114	Bette Jo Abbenante	Coffee	(21.45)	11,426.71
	Check	05/09/2012	7115	ReadyTalk	Remote Conferencing	(39.38)	11,387.33
	Check	05/09/2012	7116	Consumers Energy	Gas/Electric Bill	(1,347.12)	10,040.21
	Check	05/09/2012	7117	CDW, Government, Inc.	Firewall Maintenance	(1,464.42)	8,575.79
	Check	05/09/2012	7118	1st State Bank	Mortgage	(2,495.03)	6,080.76
	Check	05/09/2012	7119	Strzynski Lawn Care	Lawn Service	(80.00)	6,000.76
	Direct Deposit	05/11/2012	DD	1st State Bank	Staff Salaries	(6,000.53)	
	Liability Check	05/18/2012	EFTPS	1st State Bank	Federal Payroll taxes	(2,021.32)	(2,021.09)
	Check	05/18/2012	7121	TIAA-CREF	Staff Retirement	(822.31)	(2,843.40)
	Check	05/18/2012	7122	Kay M Dunker	COSUGI Reimbursement	(652.56)	(3,495.96)
	Check	05/18/2012	7123	Gadaletto, Ramsby & Associates	Staff Life Insurance	(264.46)	(3,760.42)
	Check	05/18/2012	7124	Treasurer, City of Saginaw	Water/Sewer Bill	(300.70)	(4,061.12)
	Check	05/18/2012	7125	Verizon Wireless	Wireless Bill	(237.07)	(4,298.19)
	Check	05/18/2012	7126	Cavalier Telephone	Local/Long Distance Bill	(304.34)	(4,602.53)
	Transfer	05/18/2012			Funds Transfer	10,751.77	6,149.24
	Direct Deposit	05/25/2012	DD	1st State Bank	Staff Salaries	(6,149.01)	
	Check	05/29/2012	7127	Consumers Energy	Gas/Electric Bill	(875.33)	(875.10)
Total 1000 - Cash - Operating BC -6569						(30,143.90)	(875.10)
Total 1005 - Operating Funds						(39,799.01)	113,658.59

VALLEY LIBRARY CONSORTIUM

Capital Account Activity

As of May 31, 2012

	Type	Date	Num	Name	Memo	Split	Amount	Balance
1105 - Capital Funds								103,019.41
1100 - Cash-Capital - MM 6577								103,019.37
	Transfer	05/18/2012			Funds Transfer	1101 - Cash - Capital BC 6585	(2,214.96)	100,804.41
	Payment	05/29/2012	7086	Bridgeport Public Library	2012-13 Email Service	1500 - Accounts Recievable	40.00	100,844.41
	Payment	05/29/2012	20803	Iosco-Arenac District Library	2012-13 Email Service	1500 - Accounts Recievable	150.00	100,994.41
	Payment	05/29/2012	2066	West Branch Public Library	2012-13 Email Service	1500 - Accounts Recievable	40.00	101,034.41
	Deposit	05/31/2012			Interest	4400 - Interest Income	8.67	101,043.08
Total 1100 - Cash-Capital - MM 6577							(1,976.29)	101,043.08
1101 - Cash - Capital BC 6585								0.04
	Check	05/18/2012	5338	Trivalent Group	Invoice # CS08587	6700 - Capital Expenses	(2,215.00)	(2,214.96)
	Transfer	05/18/2012			Funds Transfer	1100 - Cash-Capital - MM 6577	2,214.96	0.00
	Deposit	05/31/2012			Interest	4400 - Interest Income	0.07	0.07
Total 1101 - Cash - Capital BC 6585							0.03	0.07
Total 1105 - Capital Funds							(1,976.26)	101,043.15

VALLEY LIBRARY CONSORTIUM

Building Maintenance Account Activity

As of May 31, 2012

	Type	Date	Num	Name	Memo	Split	Amount	Balance
1301 - Building Maint. - Wildfire								31,677.89
	Deposit	05/31/2012			Interest	4400 - Interest Income	9.39	31,687.28
Total 1301 - Building Maint. - Wildfire							9.39	31,687.28
TOTAL							9.39	31,687.28

VLC 2011-12 Projected Income

Updated: 4/24/12

Library Name	# Seats	Quarterly Seat Fees	Quarterly Record Fees	Total Quarterly Fees	Annual Membership Fees	Quarterly Telecom Fees	Total Telecom Fees	Quarterly Record and Telecom Fees	Total Record and Telecom Fees	Total Operating Revenue	Total Operating YTD Paid	Total Operating YTD Due	Library Name
Almont	5	\$262	\$1,213	\$1,475	\$2,000	\$0	\$0	\$1,475	\$5,900	\$7,900	\$7,900	\$0	Almont
Bay County	59	\$3,086	\$16,827	\$19,913	\$2,000	\$2,018	\$8,072	\$21,931	\$87,724	\$89,724	\$89,724	\$0	Bay County
Bay Schools	8	\$418	\$1,283	\$1,701	\$2,000	\$0	\$0	\$1,701	\$6,804	\$8,804	\$8,804	\$0	Bay Schools
Bridgeport	3	\$157	\$1,318	\$1,475	\$2,000	\$305	\$1,220	\$1,780	\$7,120	\$9,120	\$9,120	\$0	Bridgeport
Caro	10	\$523	\$2,562	\$3,085	\$2,000	\$0	\$0	\$3,085	\$12,340	\$14,340	\$14,340	\$0	Caro
Chesaning	4	\$209	\$897	\$1,106	\$2,000	\$780	\$3,120	\$1,886	\$7,544	\$9,544	\$9,544	\$0	Chesaning
Community	13	\$680	\$2,351	\$3,031	\$2,000	\$0	\$0	\$3,031	\$12,124	\$14,124	\$14,124	\$0	Community
Delta	13	\$680	\$1,261	\$1,941	\$2,000	\$0	\$0	\$1,941	\$7,764	\$9,764	\$9,764	\$0	Delta
Dryden	5	\$262	\$774	\$1,036	\$2,000	\$0	\$0	\$1,036	\$4,144	\$6,144	\$6,144	\$0	Dryden
Gladwin	8	\$418	\$3,038	\$3,456	\$2,000	\$0	\$0	\$3,456	\$13,824	\$15,824	\$15,824	\$0	Gladwin
Harrison	3	\$157	\$926	\$1,083	\$2,000	\$0	\$0	\$1,083	\$4,332	\$6,332	\$6,332	\$0	Harrison
Imlay City	7	\$366	\$2,106	\$2,472	\$2,000	\$0	\$0	\$2,472	\$9,888	\$11,888	\$11,888	\$0	Imlay City
Iosco-Arenac	18	\$942	\$3,458	\$4,400	\$2,000	\$0	\$0	\$4,400	\$17,600	\$19,600	\$19,600	\$0	Iosco-Arenac
Lapeer	26	\$1,360	\$4,767	\$6,127	\$2,000	\$0	\$0	\$6,127	\$24,508	\$26,508	\$26,508	\$0	Lapeer
Marlette	2	\$105	\$683	\$788	\$2,000	\$0	\$0	\$788	\$3,152	\$5,152	\$5,152	\$0	Marlette
MMCC	3	\$157	\$459	\$616	\$2,000	\$0	\$0	\$616	\$2,464	\$4,464	\$4,464	\$0	MMCC
MMI	1	\$52	\$63	\$115	\$2,000	\$0	\$0	\$115	\$460	\$2,460	\$2,460	\$0	MMI
Midland	38	\$1,988	\$14,965	\$16,953	\$2,000	\$0	\$0	\$16,953	\$67,812	\$69,812	\$69,812	\$0	Midland
North Branch	4	\$209	\$1,656	\$1,865	\$2,000	\$0	\$0	\$1,865	\$7,460	\$9,460	\$7,595	\$1,865	North Branch
Northwood	6	\$314	\$964	\$1,278	\$2,000	\$0	\$0	\$1,278	\$5,112	\$7,112	\$7,112	\$0	Northwood
Pigeon	5	\$262	\$1,150	\$1,412	\$2,000	\$0	\$0	\$1,412	\$5,648	\$7,648	\$7,648	\$0	Pigeon
St. Charles	4	\$209	\$1,097	\$1,306	\$2,000	\$496	\$1,984	\$1,802	\$7,208	\$9,208	\$9,208	\$0	St. Charles
Saginaw	74	\$3,923	\$13,081	\$17,004	\$2,000	\$0	\$0	\$17,004	\$68,016	\$70,016	\$70,016	\$0	Saginaw
West Branch	4	\$209	\$1,317	\$1,526	\$2,000	\$0	\$0	\$1,526	\$6,104	\$8,104	\$8,104	\$0	West Branch
White Pine	1	\$52	\$0	\$52	\$2,000	\$0	\$0	\$52	\$208	\$2,208	\$2,208	\$0	White Pine
TOTAL										\$445,259		\$1,864	
											\$443,395		

VLC Equipment I/R FUND

Library Name	I/R Contribution	I/R YTD Paid	I/R YTD Due	Library Name
Almont	\$0	\$0	\$0	Almont
Bay County	\$0	\$0	\$0	Bay County
Bay Schools	\$0	\$0	\$0	Bay Schools
Bridgeport	\$0	\$0	\$0	Bridgeport
Caro	\$0	\$0	\$0	Caro
Chesaning	\$0	\$0	\$0	Chesaning
Community Dist.	\$0	\$0	\$0	Community Dist.
Delta	\$0	\$0	\$0	Delta
Dryden	\$0	\$0	\$0	Dryden
Gladwin Co.	\$0	\$0	\$0	Gladwin Co.
Harrison	\$0	\$0	\$0	Harrison
Imlay City	\$0	\$0	\$0	Imlay City
Iosco-Arenac	\$0	\$0	\$0	Iosco-Arenac
Lapeer	\$0	\$0	\$0	Lapeer
Marlette	\$0	\$0	\$0	Marlette
MMCC	\$0	\$0	\$0	MMCC
MMI	\$0	\$0	\$0	MMI
Midland	\$0	\$0	\$0	Midland
North Branch	\$0	\$0	\$0	North Branch
Northwood	\$0	\$0	\$0	Northwood
	\$0	\$0	\$0	
Pigeon	\$0	\$0	\$0	Pigeon
St. Charles	\$0	\$0	\$0	St. Charles
Saginaw	\$0	\$0	\$0	Saginaw
West Branch	\$0	\$0	\$0	West Branch
White Pine	\$0	\$0	\$0	White Pine

\$0.00

VALLEY LIBRARY CONSORTIUM Strategic Plan Dashboard (2011 -2015)

ILS	Operating
1.1 Create a process for individualized training programs that meet the needs of the membership by 2Q13. Stephanie	2.1 Each member library will be visited by VLC staff to understand how each library operates by YE15. Lee
1.1.1 Have annual survey in place for members on individualized ILS training needs by 3Q11.	2.1.1 A representative of VLC staff will visit 21 library locations by 4Q12.
1.1.2 Work with 2.1 operations team to identify additional training needs of support staff by 2Q12.	
1.1.3 Determine whether to reallocate current staff responsibilities or hire/contract a trainer by 3Q12.	2.2 A revision of the VLC governing and committee structure, including roles and responsibilities, will be implemented by 1Q13. Bryon
1.1.4 Present a curriculum or plan for individualized training for one library by 3Q12.	2.2.1 Review board structure by 1Q12.
1.1.5 Evaluate results of first individualized training by 4Q12.	2.2.2 Review administrative council structure by 1Q12.
	2.2.3 Recommend changes to Lee by 2Q12.
1.2. VLC will have a next generation ILS system for members by 2Q14. Melissa	
1.2.1 Conduct membership survey on current ILS system and collate survey results by 4Q12.	2.3 VLC will complete a feasibility study of membership capacity for a viable consortium by 1Q13. Tom
1.2.2 VLC staff will organize survey results to identify desired features by 1Q13.	2.3.1 Develop weighted criteria for new VLC membership by 1Q12.
1.2.3 Identify existing ILS systems that address our needs by 1Q13.	2.3.2 Administrative council approves weighted criteria by 2Q12.
1.3 Determine whether we need database standards and if so, the purpose of the standards by 1Q13. Saginaw (Breakthrough Objective)	Legend
1.3.1 Evaluate other library systems and consortiums to determine how they are addressing their database standards by 4Q12.	Not started, but should be completed by the planned end date.
1.3.2 Survey membership by 4Q12 to determine level of satisfaction with VLC database standards.	Milestone should be completed by the planned end date.
1.3.3 Survey membership by 4Q12 to determine level of search results satisfaction with database.	Some risk of the milestone not completing by the planned end date.
1.3.4 Review standards and make prioritized changes based on member comments by 1Q13.	Serious risk of the milestone not completing by the planned end date.
	Task Completed
1.4 Membership will determine feasibility of centralized cataloguing by 4Q13. Erin	
1.4.1 Marcia & Erin will survey membership on interest in centralized cataloguing by 3Q11.	
1.4.2 They will report results of survey to Lee by October 2011.	Updated: 06.07.2012
1.4.3 Lee will look at the financial implications of centralized cataloguing and provide recommendation to the administrative council by December 2011.	
1.5 Be on cutting edge of evolving interactive technology for ILS for 4Q14. Josh	
1.5.1 VLC will provide the option to handle all centralized electronic patron notifications (i.e. text messages) by 2Q12.	
1.5.2 Social media - VLC integration that is user rated by 2Q12.	
1.5.3 Research/produce and/or support mobile apps to increase patron and/or staff functionality by 4Q12.	
1.5.4 VLC staff and/or members continually review at each meeting new library ideas for technology (ongoing) by 6/1/11.	

VALLEY LIBRARY CONSORTIUM
Administrative Council and Board Meetings

Meeting Schedule

2012/13

July	No Meeting	No Meeting
August 15	10:00am (regular)	11:00am (Board)
September 19	10:00am (regular)	11:00am (Board)
October 17	10:00am (regular)	11:00am (Board)
November 21	10:00am (regular)	11:00am (Board)
December 19	10:00am (regular)	11:00am (Board)
January 16	10:00am (regular)	11:00am (Board)
February 20	10:00am (regular)	11:00am (Board)
March 20	10:00am (regular)	11:00am (Board)
April 17	10:00am (regular)	11:00am (Board)
May 15	10:00am (regular)	11:00am (Board)
June 19	10:00am (regular)	11:00am (Board)

VALLEY LIBRARY CONSORTIUM

BOARD Meeting

11:00 am

Wednesday, June 20, 2012

VLC HQ/Via Conference Call

AGENDA

Additions to the Agenda

Old Business:

1. Approval of the Minutes from May 16, 2012(p.15)

New Business:

Announcements:

Valley Library Consortium
Minutes of the Board of Trustees Meeting
May 16, 2012

Members Present: Tom Birch (Bay County Library System); Melissa Barnard (Grace A. Dow Memorial Library); Stephanie Mallak Olson (Iosco-Arenac District Library); Melissa Malcolm (Lapeer District Library); Judy Eastland (Michigan Molecular Institute).

Members Not Present: Trish Burns (Public Libraries of Saginaw)

Others Attending: Lee Martin (Valley Library Consortium); Kay Dunker (Valley Library Consortium)

President M. Barnard called the meeting to order at 11:00 a.m.

M. Barnard asked if there were any additions to the agenda. There were none.

Old Business:

1. M. Barnard had a correction to the minutes: the slate of officers should reflect that the Vice President of the Board is Melissa Malcolm. S. Olson moved to approve the minutes from April 18, 2012 meeting with the above correction. J. Eastland seconded. Motion passed.

New Business:

1. Recommendations from the Administrative Council

M. Malcolm moved to approve the recommendations from the Administrative Council that the Membership agreement and the Bylaws be changed. T. Birch seconded. Motion passed.

S. Olson moved to approve the recommendation from the Administration that the Database Standards be changed as presented. J. Eastland seconded. Motion passed.

Announcements

Meeting adjourned at 11:02 a.m.

Next scheduled meeting is June 20, 2012.

Submitted by Trish Burns, Secretary/Treasurer