MCCLPHEI ANNUAL CONFERENCE BUSINESS MEETING

Minutes for June 14, 2013

Publick House Inn, Sturbridge, MA

Attendees: Susan Berteaux (MMA), Terry Burton (UMass Dartmouth), Deb Chown (Greenfield CC), Susan Cirillo (Salem SU), Renee Dempsey (Salem SU), Paul Dobbs (Mass Art), Bob Foley (Fitchburg SU), Jeanmarie Fraser (Cape Cod CC), Maureen Horak (Mass College Liberal Arts), Linda Hummel-Shea (Northern Essex CC), Joanne Jones (Massasoit CC), Mark Lawrence (Roxbury CC), Andrea MacRitchie (Quinsigamond CC), Bonnie Mitchell (Framingham SU), Mary Ann Niles (Middlesex CC), Karen Pangallo (North Shore CC), Tom Raffensperger (Westfield SU), Katherine Ritter (Worcester SU), Tim Rivard (Mass Bay CC), Jay Schafer (UMass Amherst); Mike Somers (Bridgewater SU), Nancy Walker (Berkshire CC), Barbara Wentzel (Springfield TCC).

1. Jeanmarie opened the meeting at 9:45, welcoming everyone but noted that Philip Cleary, Associate Dean of the UMass Dartmouth Law School library was not able to come.
2. The Minutes from the April 19 meeting were not available for acceptance. They will be reviewed at the September meeting.
3. Susan gave the Treasurer’s Report noting that there had not been much activity since the last meeting but that there would be many expenditures following the conference. She said that she will do a multi-year assessment of MCCLPHEI, Inc.’s financial standing.
4. Jeanmarie reviewed the activities of the past year:
   a. LibQual. Several campuses took part.
   b. MCCLPHEI archives. Members encouraged to send documents to Terry. Bob said he had Minutes from the 1980s.
   c. LibAnalytics. Most members input data. Bob encouraged the rest to input asap.
   d. Professional development program last September notable for cooperation with MLS. This was followed up by two other programs in cooperation of MLS: a copyright workshop and a program on the transition of high school graduates to college.
   e. Jeanmarie thanked Susan for transferring the financial records to a fiscal year accounting and for Linda Hummel-Shea doing a new action plan.
   f. The records retention initiative was noted.
5. Bonnie handled the nominations for the new year: President—Mike Somers; Vice President/President Elect—Terry Burton; Secretary—Tom Raffensperger; Treasurer—Susan Cirillo; Members at Large—Tim Rivard, Susan Berteaux, Deb Chown. The slate was elected by unanimous vote of the membership.
6. Mike thanked Jeanmarie for leading the organization for the last year and also thanked Renee Dempsey for her work in arranging for the conference.
7. The dates and locations of business meetings for the next year were agreed upon. All executive board meetings will continue to be in Framingham.
   
   September 13    Executive Board
   September 27    Business
   November 15     Executive
November 22  Business  Westfield
February 14  Executive
February 21  Business  Framingham
(February 28  Business snow date  Framingham)
April 18  Executive
April 25  Business  Salem

The Program Committee, headed by Terry, will make preliminary start for planning for 2014 summer conference. Possible dates: June 12-13, June 19-20.

8. Discussion of location of 2014 summer conference. Renee spoke in favor of Publick House. Mike will put up a Survey Monkey to get other input. Volunteers for Program Committee: Barbara and Paul.


10. Strategic Plan. Linda and Jeanmarie will work on possible new additions which will be discussed at September meeting.

11. Committee Reports.
   a. Communications Committee. The membership had previously voted to change the name of the committee from Website to Communications. A vote was necessary to make this change in the By-laws. Jay presented a motion to make this change. Bob seconded it. Vote: Yea, unanimous. Several concerns were heard about the website being out of date. Elizabeth Novack, of Mass Maritime, was volunteered to work with the committee to update the website.
   b. Data Assessment Committee
      i. LibAnalytics. Bob reported that 21 libraries completed data input and the rest should complete asap. Question of whether there was a webinar available for training. Maureen joined the committee.
      ii. IPEDS. Bob announced that for the 2014-15 year, ALS and IPEDS will be integrated and other changes will be made. Linda commented that some changes leave out statistics important to libraries. She suggested a letter be written to ALS encouraging important stats be included. Mike said that those who have suggestions that be included in such a letter to ALS should send them to Bob, Mike or Susan who will compose the letter.
      iii. Electronic Resources. Bob asked for a volunteer to learn the ropes of dealing with the vendors during the coming year before his retirement. Mary Ann volunteered.
      iv. Database survey. Bob announced that it is time again for the annual survey of which libraries have which databases.
   c. Staff Development. No report; Heidi sick. Deb volunteered for the committee.
   d. Ad Hoc Disaster Committee. Daniel and Paul requested that this ad hoc committee be tabled until further notice.
   e. Ad Hoc Copyright Committee. Paul requested that this committee be tabled until next year when Peter Suber, of Harvard, may be available to speak on copyright and open access.
12. Other Business.
   a. Mike met with Gregor Tinkaus-Randall. Shawn Williams, Supervisor of Records will be writing the academic institutions reminding them of their responsibilities re: record retention. Mike will send out website and webinar links.
   b. Mike announced that the beta version of the virtual catalog will be done by September using NCIP authentication and the Voyager integrated library system.
   c. Mike announced that representatives of the former State normal schools are discussing how the records from the Normal School Movement (1837-1898) could be shared. A joint repository has been discussed. Alternate ideas brought up at the meeting were: using open source software, using the Digital Commonwealth or UMass Amherst as host sites. Because the Normal School Movement spread to other states, it is possible that there would be interest in adding records from beyond Massachusetts. Further discussion in November.
   d. Mike initiated short discussion of the waiver form that conference presenters signed in order to be videotaped. Who should be able to watch final production? Can library staffs watch them if they are password protected on the MCCPHEI website.
   e. Jay announced that the joint repository for serials in western Massachusetts, aka The Bunker, is now full. Another site is being sought to expand the shared serials program. A new question is that of having a depository for little used monographs.
   f. Tim would like an ad hoc committee for libraries which are not being served as well as would be desired by their public library dominated consortia and would like to start an academic joint catalog.
   g. Mike thanked Katherine Ritter for her work as Interim Director Worcester State.

11. Mike adjourned the meeting at 12:05.

Respectively submitted, Mark Lawrence, Secretary.