MCCLPHEI ANNUAL CONFERENCE BUSINESS MEETING

Minutes for June 15, 2012

Williams Inn, Williamstown MA

Attendees: Susan Berteaux (MMA), Terry Burton (UMass Dartmouth), Karen Carreras-Hubbard (representing Berkshire CC), Susan Cirillo (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), Heidi McCann (Mt. Wachusett CC), Kathleen McDonough (Holyoke CC), Bonnie Mitchell (Framingham SU), Daniel Ortiz (UMass Boston); Tom Raffensperger (Westfield SU), Tim Rivard (Mass Bay CC), Jay Schafer (UMass Amherst); Mike Somers (Bridgewater SU).

1) Bonnie called the meeting to order at 9:30.
2) The minutes from the April 20, 2012 meeting were reviewed and accepted.
3) Susan Cirillo presented the Treasurer's report which was approved. Ending balance, $18,084.44.
4) Bonnie reviewed the projects and accomplishments of the 2011-2012 year:
   a) Ongoing assessment. Work with WebAnalytics by Bob and others.
   b) Professional development. Heidi, Jeanmarie.
   c) Drafting a disaster plan. Daniel.
   d) Open access and LSTA grant proposal. Paul, Amy, Mike, Sai.
   e) New members orientation including directory of members. Tim, Bob.
   f) Information literacy rubrics. Linda, Heidi, Tim.
   g) Website update. Sai, Tom.
   h) Streaming videos. Bob, Sai.
   i) MLS liaison. Deb.
   j) Disaster website. Daniel, Mike.
   Secretary, Mark. Treasurer, Susan C. Members at large, Deb, Bob, Terry, Susan B. Bob withdrew after many years on the executive board. The rest elected by acclamation.
6) Transfer of charge to new president, Jeanmarie Fraser.
7) Discussion of meeting dates and location for coming year.
   a) Membership meetings
      i) September 28 Mass Maritime
      ii) November 16 Mass Art
      iii) February 15 (February 22 snow date) Quinsigamond CC
      iv) April 19 UMass Dartmouth
   b) Executive meetings—all at Framingham SU.
      i) September 14
      ii) November 9
      iii) February 8
      iv) April 5

9) Assessment project. Bob said that testing is still continuing with LibAnalytics and that we should expect changes in required data fields in the future.

10) Jeanmarie led discussion of ongoing and potential projects using MCCLPHEI Action Plan as outline.
   a) I.B. Uncertainty about whether to sign database contracts. Some members do, others don’t. Jay suggested new J.D. at UMass Amherst might clarify. Law librarian might also help said Terry.
   b) II.A. Heidi planning a professional development program on customer service in August or September. Discussion of outside trainer. Motion by Tim to authorize up to $1,000 for food for this purpose. Vote. Yea.
   c) II.C. Tim volunteered to make ongoing updates as needed in new members directory as part of orientation and mentoring initiative.
   d) III. Bob repeated that testing is ongoing for LibAnalytics.
   e) IV.C. Working with other organizations. Tim volunteered to explore vacancy on MLS board. Linda will explore possibility of attending AMCOA meetings, which does the LEAP survey.
   f) V.A. Paul is working on development of open access policy.
   g) V.B. Regarding copyright, the community colleges have a joint policy. The various parts of UMass have their own. Bob, Paul and Mike will work to have a full discussion of what MCCLPHEI is doing in this area.

   a) Data assessment. Mike, Bob, Jeanmarie.
   b) Annual conference. Mike, Tim, Tom.
   c) Nominating. Bonnie.
   f) Staff development. Heidi, Maryann, Andria.
   g) Website. Sai, Tom, Tim.
   h) Disaster management. Daniel.
   i) Open access and copyright. Paul, Mike, Jay, Bob, Sai, Joanne.

12) Other Business.
   - Jay asked for feedback on Lyrassiss presentation Thursday night. Mixed response.
   - Bob. Jim Hogan, temporary library director at Worcester SU resigned. Another temp is sought.
   - Rong Tang’s presentation to be sent out. She is interested in working with MCCLPHEI.
   - MLS My College Freshmen conference scheduled for late May 2013.
• Heidi’s question of pitfalls of evaluating librarian instructors. Discussion.
• Tom’s question. Will ERM ever come back? Answer from several: NO.

13) Jeanmarie adjourned the meeting at 12:30 for lunch.

Respectively submitted, Mark Lawrence, Secretary.