

**Executive Committee of the
Members Council on Library Services (MCLS) Agenda**

Wednesday, September 19, 2018 – 2:00 p.m. to 3:30 p.m. ET

Dial-in Number: **1-888-670-3525**

Participant Passcode: **374 687 2619** followed by the # key

Committee Members: Brian Doherty (NCF), Karen Griffin (HCC), Margaret Hawkins (SCF, Manatee-Sarasota), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

2:00	Call to Order	Tom Messner, Chair
2:00 - 2:05	1. Approve July 18, 2018 Meeting Minutes	Tom Messner
2:05 – 2:10	2. MCLS Processes and Procedures	Tom Messner
	A. Confirm Next MCLS Meeting Date	
	i. December 6-7, 2018 (FLVC-Tallahassee, FL)	
	ii. March 7-8, 2019 (Tentative, SPC, Seminole Campus, FL))	
2:10 – 2:30	3. Agenda Topics for MCLS Meeting, December 6-7, 2018	Tom Messner
	A. Possible Presentations for December 6-7, 2018	
	i. OCLC	
	ii. Digital Commons	
	B. Springshare: LibInsight	
	C. EBSCO: Louisiana Project	
2:30 – 3:00	4. Review Discussions and Outcomes from September 11 Meeting	Tom Messner
	A. Follow-up Discussion on Data Reporting Following Jeannie's Report	
	B. OCLC Follow-up Discussion	
	C. Working More Closely with the State Library	
	D. Evaluation Team Application	Elijah Scott
	E. Discussion/Vote on the E-Resources 2019 Statewide Collection	
3:00 – 3:15	5. Other Business	Tom Messner
	A. LRSC Update	
3:15 – 3:20	6. Executive Committee Meetings	Tom Messner
	A. Confirm Next Meeting Date	
	i. October 17, 2018	
3:20 – 3:30	7. New Business	Tom Messner
3:30	8. Adjournment	Tom Messner

**Executive Committee of the Members Council on Library Services (MCLS)
Minutes**

Wednesday, September 19, 2018 – 2:00 p.m. to 3:30 p.m. ET

Committee Members Present: Karen Griffin (HCC), Meg Hawkins (SCF), Tom Messner (FSCJ), Judith Russell (UF), Brian Doherty (NCF).

FALSC Staff: Brian Erb, Rachel Erb, Devon Hickey, Gail Orth, Elijah Scott, and Dave Whisenant, Tammy Elliott

2:04 Call to Order – Tom Messner, Chair

1. **Minutes Approved** - with the correction to #5. ITN Update, iii, A. “,,, communication between the vendors must go through the UWF Procurement Office.” K. Griffin motioned, M. Hawkins seconded. Minutes approved.
2. **MCLS Processes and Procedures** – Tom Messner
 - A. Confirm Next MCLS Meeting Dates – Confirmed
 - i. December 6-7, 2018 (FLVC-Tallahassee, FL)
 - ii. March 7-8, 2019 (**CHANGED**, SPC, Clearwater, FL)
3. **Agenda Topics for MCLS Meeting, December 6-7, 2018**
 - A. Possible Presentations for December
 - i. OCLC – specifically the billing, pointed questions to be drafted following the comparison of OCLC invoices. Judith Russell (CSUL) & Meg Hawkins (LRSC) to coordinate data from respective groups to then compare to State Library (Amy Johnson) & FALSC (Elijah Scott) – being mindful of the ITN process between all parties. Discussion of appropriateness of sharing invoices & our shared responsibility when using state funds.
 - ii. Digital Initiatives – some members would like further information on the change of support of the FL Digital Archives, which institutions might assist (i.e. UF) and possible distribution of costs. Other topics include how Islandora might be integrated. Elijah asked for a specific list of topics so FALSC can address the concerns.

- B. Springshare: LibInsight- another tool to mine data. Yes to a presentation. Additional comments acknowledging FALSC's libguides and a question on where FALSC is with ACRL Metrics and the dashboard. (Elijah is paying the bill & getting ready to invoice the member institutions who are going to be using ACRL Metrics.
- C. EBSCO: Louisiana Project-yes, to a presentation by Teri Galloway from LOUIS/

4. Review Discussions and Outcomes from September 11 Meeting

- A. Follow – up discussion on Data Reporting following Jeannie's Report – Elijah asked for specific questions so that concerns may be specifically addressed. Greatest concerns appear to be accuracy and timeliness of information and consistency of reporting. Since some of the questions came from the colleges, Meg suggested she task LRSC members to draft a list of questions for Elijah.
- B. OCLC follow up discussion – see above.
- C. Working More closely with the State Library – everyone agreed that this was a good idea and Tammy E. suggested Amy Johnson have a regular slot at MCLS.
- D. Evaluation Team Application – a great deal of discussion to clarify the process and reference to MCLC minutes. Final process, LRSC & CSUL will put forth each of their representatives (1 each). The remaining 6 staff (not FALSC) will follow the application process (and nomination from their dean/director- due to time & financial support) with the Executive Committee determining the actual makeup of the team. New deadline for application will be 10/10 in order for the Executive Committee to be able to make decision at the 10/17 meeting. (NOTE: Will the director/dean from LRSC & CSUL need to be sent by 10/10 as well? – I don't think so, they don't need to be voted upon by the E.C)
- E. Discussion/vote on the E-Resources 2019 Statewide Collection- Rachel Erb asked for clarification of the process, post MCLS vote and confirming the SUS changes to the CMESC proposal (Swapping out EBSCO's Index to Legal Periodicals for OED). Rachel also asked for clarification and permission from E.C. to allow CMESC to determine and finalized the best multi-year contract regarding Engineering village and Inspec. (SUS); there was also discussion on making sure to include language in case FLVC or individual institutions need to pull out of any multi-year agreement due to loss of funding; Finally, the current vacancies on MESC were discussed with Dave W reminding us of the different time of service (following the calendar year) so that a call would come out in order to have vacancies filled in January.

5. Other Business

- A. Tom M. & Meg H. reported briefly on the high level of issues LRSC is considering.

6. Executive Committee Meetings

- A. Tom E. invited suggestions for things to bring to the FLVC Advisor Council, besides, short budget, etc. It was discussed that he mentioned the good things FALSC and staff do to support us.
- B. Tammy E. Suggested the November meeting be moved, as it currently falls the Wednesday before Thanksgiving.

3:39 p.m. - Meeting adjourned.