

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

Wednesday, December 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).

<b>2:00</b>	<b>Call to Order</b>	Tom Messner, Chair
<b>2:00 - 2:05</b>	<b>1. Approve November 15, 2018 Meeting Minutes</b>	Tom Messner
<b>2:05 – 2:10</b>	<b>2. MCLS Processes and Procedures</b>	Tom Messner
	A. Confirm Next MCLS Meeting Date	
	i. March 7-8, 2019 (SPC, Clearwater, FL)	
	ii. Proposed June 6-7, 2019 (College of Central Florida: Teresa Faust Director)	
<b>2:10 – 2:20</b>	<b>3. Review Discussions and Outcomes from December 6-7 Meeting</b>	Tom Messner
	A. OCLC Update (Feedback, Timeline, Plan of Action)	
	B. FLVC Annual Report (demonstrating impact on FALSC and member organizations)	
<b>2:20 – 2:50</b>	<b>4. FALSC Updates</b>	
	A. Update on Database Purchase	Rachel Erb
	B. Next-Gen ILS Reviewer List	Ellen Bishop
	i. Aleph Implementation Update	
	C. Houston Conference Report	Brian Erb
	i. Assessment Dashboard Progress	
	D. Update on Digital Commons Efforts with State Support	Rebel Cummings-Sauls
<b>2:50 – 3:00</b>	<b>5. Request CMESC Monthly Report to the Executive Committee</b>	Tom Messner
<b>3:00 – 3:10</b>	<b>6. ICUF Participation in MCLS</b>	Tom Messner
<b>3:10 – 3:15</b>	<b>7. Current Meeting Minutes on the Website</b>	Devon Hickey
<b>3:15 – 3:20</b>	<b>8. Executive Committee Meetings</b>	Tom Messner
	A. Confirm Next Meeting Date	
	i. January 16, 2019	
	ii. Propose moving May 15 to May 22 (FLA Conference Conflict)	
<b>3:20 – 3:30</b>	<b>9. New Business</b>	Tom Messner
<b>3:30</b>	<b>10. Adjournment</b>	Tom Messner

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

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

**Committee Members Present:** Brian Doherty (NCF), Meg Hawkins (SCF, Manatee-Sarasota), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

**FALSC Staff Present:** Ellen Bishop, Rebel Cummings-Sauls, Brian Erb, Rachel Erb, Devon Hickey, Dave Whisenant.

**Call to Order**

Chair, Tom Messner called the meeting to order at 2:02 p.m.

**Approve November 15, 2018 Meeting Minutes**

Meeting Minutes approved with corrections: Anjana (SUS) Susan (FSCJ).

**MCLS Processes and Procedures**

- Confirm Next MCLS Meeting Date**
- Confirmed Next MCLS Meeting Date i. March 7-8, 2019 (SPC, Clearwater, FL)
  - Meg and Judy will arrange for meeting rooms for FCS and SUS groups.
  - Proposed June 6-7, 2019 (College of Central Florida: Teresa Faust Director

**Review Discussions and Outcomes from December 6-7 Meeting**

**OCLC Update (Feedback, Timeline, Plan of Action)**

Tom read notes from Elijah. Elijah has been in contact with Susan Butt (OCLC) and is starting discussion for consortia pricing for access, cataloging and resource sharing. This will allow OCLC to bill once, rather than 40 institutions. The goal is to have something in place for June 30<sup>th</sup>, 2019. If not possible, FALSC may need to renew the current OCLC contract, but only if OCLC reworks the contract to align with the standard MCLS contract format. Elijah still needs the remaining 5 or so FCS institutions to share their OCLC data. Meg to try again and cc' Tom.

**FLVC Annual Report (demonstrating impact on FALSC and member organizations)**

A request was made to make the FLVC Annual Reports more discoverable on the web site. Apparently UWF had corrupted files and an official information request to the legislature has been made. 2012-2013, and 2013-2014 are available, but 2014-2015 and 2015-2016 is not. The 2017-2018 has been submitted by Elijah, and needs to be approved by UWF prior to submission- due 12/21. Elijah has included in this year's report the critical financial status we are facing. Some discussion followed.

## **FALSC Updates**

### ***Update on Database Purchase***

Rachel reports we have come in under budget. There was a service charge from Sage/CQ Researcher for the state colleges for approximately \$1500 this year, then later Rachel found out that they will no longer add this service charge.

The pricing by vendors is available by late spring/early summer so the time table for e-resources can be moved earlier.

### ***Next-Gen ILS Reviewer List i. Aleph Implementation Update***

The ITN should be on the procurement site on 12/20. Vendors have 60 days to submit proposals. The first week of January is the time frame for questions from Vendors. Reviewing should take place late summer/early fall.

Reviewer's List- There are currently 33 reviewers. There are 7 institutions which have law or medical libraries. Ellen will draft a letter and send to Tom and Judy.

ALPH 23 – Upgrade begins 12/21 and will come online 12/27. On Jan. 2<sup>nd</sup> There are open hours for staff support.

### ***Houston Conference Report: Assessment Dashboard Progress***

Brian reported on what he learned at the Assessment conference, including other institutions who use EZ-Proxy data. Many libraries collect assessment data, but perhaps don't 'use it' to best potential. There is also interest and concern with single-sign on and privacy and many schools are using Tableau or Google Data Studio. The assessment committee is identifying key metrics which would be best sorted for this type of dashboard.

Tom asked that report I013 be looked at to see what can be used.

### ***Update on Digital Commons Efforts with State Support***

The quote for the state digital commons has come in. This would be open to all 40 institutions for digital items (cultural heritage' libraries). The state library hopes to have this by July 1. It looks like FALSC will help manage, but the State Library will pay the bill.

Rebel has sent out a message requesting that everyone stop sending content in the beginning of the year. She will send out the next steps to sunset the FDA. FALSC has sent everybody a package list of all the content that is in the FDA, asking them to review that now and to send back a list of content they do not need. They will work on disseminating the content that remains back to the institutions.

### ***Request CMESC Monthly Report to the Executive Committee***

After discussing a proposal to have the CMESC chairs report to Executive Committee, it was decided to have the MCLS liaison make a 15-minute report, monthly.

### ***ICUF Participation in MCLS***

Tom proposed that we invite an ICUF representative attend the quarterly MCLC meetings as a non-voting member to encourage communication and allow for collaboration opportunities. After some discussion it was approved.

**Current Meeting Minutes on the Website**

Devon reported that cleanup and updating to make sure all minutes are current on the website.

**New Business**

No new business.

The next meeting date is January 16, 2019.

Propose moving May 15 to May 22 (FLA Conference Conflict).

Meeting adjourned.