

## **Maine InfoNet Board Minutes, July 2, 2012**

The Maine InfoNet Board met at Colby College in Waterville on July 2, 2012 at 12:35pm.

**Members present:** Pauline Angione, Dorcas Library, Prospect Harbor; Janet Bolduc, Librarian, Central Maine Medical Center; Richard Boulet, Director, Blue Hill Public Library; Judith Frost, Director of Library Services, CMCC; Clem Guthro, Director, Colby College Libraries; Linda Lord, State Librarian; Barbara McDade, Director, Bangor Public Library; David Nutty, Director of Libraries at USM; Steve Podgajny, Director, Portland Public Library; Elizabeth Reisz, Director of Library Media Services, York Schools; Joyce Rumery, Dean of Libraries at UM; and Richard Thompson, CIO of the University of Maine System.

**InfoNet staff present:** James Jackson Sanborn, Executive Director.

### **Minutes**

Rich made a motion, seconded by Joyce, to approve the minutes of the May meeting. All voted in favor.

### **SOLAR Applications and Evaluation of Applications**

Of the fifteen libraries that applied, seven are recommended for loading into SOLAR during the summer or the fall of 2012. The remaining eight libraries will be alerted to their status and can either revise and re-submit their applications, or leave their applications on file for the next round. Applications were ranked based on 20% location, 40% participation and 40% technical readiness.

Clem made a motion, seconded by Joyce, that the Board accept the recommendation of the schedule for loading into SOLAR the seven highest rated applicants from the first round. The motion was approved unanimously.

### **Website Development**

Rainstorm is currently developing a site-map for the new site by reviewing current site and the earlier work done by the website subcommittee. The site-map will need review and sign-off before moving to development stage.

### **Executive Director Report**

David expressed concern about the III Contract expiring December 31, 2012 and the issues raised by purchasing and Attorney General Office concerning commitment of non-staff funds on behalf of partners. James and Linda will draft a "Letter of Agency" for Minerva libraries to sign allowing the State Library to negotiate and commit to purchase on their behalf.

Maine State Library contributed \$4,500, Folger Library has committed \$20,000, and a number of individual libraries have made various donations to purchase eBooks and audiobooks for the Download Library.

James shared a 'draft' Combined Fiscal Report that gives an overview of all sources of revenues and related expenses. Fiduciary responsibility for the programs under Maine InfoNet resides in the program initiators, the University of Maine System, Maine State Library and Minerva libraries, not the Board. The Board's role is to review the budget, advise and make recommendations.

### **Executive Director Evaluation Report**

David reported that James' evaluation was held on June 15. James was asked to begin submitting an Annual Report.

No scheduled Board meeting in August. Next meeting will be September 5, at 1:30pm, at the Maine State Library in Augusta.

Meeting adjourned at 1:45pm.

Respectfully submitted,  
Elizabeth Crawford Reisz, Recording Secretary