Maine InfoNet Board Minutes, July 30, 2008

Maine State Library Conference Room
1:30 – 3:30 p.m.

1. Approval of minutes May 28 meeting (forwarded to Board for e-mail approval)

2. James Jackson Sanborn: Update, preparation, first few weeks agenda
   a. Arriving August 7 to get settled into house he bought in downtown Orono
   b. Officially begins August 20
   c. Can begin communicating via e-mail prior to start date
   d. Willing to be involved in hiring of new agency technology officer prior to start date
   e. Board support – welcome with gift basket/flowers, reception at UM
   f. Orientation – weekly conference call with Executive Committee; get constituent meetings on his calendar, e.g. Minerva Board, URSUS, Larger Libraries, etc.
   g. James reports to the Board but is a University of Maine employee. Joyce is representative of Jim Breece. Contract is signed by Jim & Gary. Board should have more contact with Jim Breece – suggested scheduling a Board meeting in Orono or Bangor to facilitate his involvement.
   h. Board needs to set strategic priorities for James.

3. MIN and James at upcoming events
   a. Reception at Maine Libraries Conference (Rich will contact Molly Larson) – contact Anne Davis about table in vendor area (approved expenditure of $275) – panel program about Maine InfoNet (Clem will contact Molly)
   b. Tri-district council meeting at Augusta Civic Center on October 3 – should plan to have a MIN information table
   c. Next Board meeting August 27th in Blue Hill – welcome James and recognize Barbara for her work as Interim Director – arrive in time for lunch in a local restaurant
   d. Send of letter of thanks to the Bangor Public Library Trustees for allowing Barbara to serve as the interim director

4. Search for open position status and plan
   a. Six applicants – Will readvertise
   b. Review committee – Clem & Judy will work with Gary
   c. Give packet to James when he arrives

5. York Village MIN offices
   a. Work is being done on the office space – need to get computers and furnishings for James
   b. Staff moving from Belfast Hall in Bangor at the same time
   c. Balcony will remain; need to purchase a refrigerator; microwave already there.
   d. Other academic program offices are located in York Village units – parking is adjacent
   e. Mailing address is Suite 58, 5784 York Village, Orono 04469
   f. Expressed appreciation of Joyce’s effort to pull this together
   g. Janet Waldron has been instrumental in making this happen at no cost to MIN Board

6. Interim Exec Director report
   a. Concern about the ticketing system currently being piloted
   b. Marilyn is working on a grant for digitization/preservation.
   c. Invite Ken Difiore of Portico to meet with MIN Board about digitization/preservation possibilities that would make sense for Maine
   d. Stats questions
   e. Gary had to make significant budget cuts including LSTA funds – Minerva cataloging support cut by 50%. Need to address cataloging issues. Where does it fit in the priorities? We aren’t the only ones dealing with this problem. Larger Libraries meeting – OCLC mention of possible solution – talk with Steve.

7. III Negotiation on contract renewal
   a. Concern about the effect of cost on Minerva libraries. Karl Beiser is researching contract history.
   b. Need to bring James into the process as soon as possible
   c. Hope to have a new contract in the fall

8. Board member seats
   a. Minerva Board re-appointed Judy
   b. HSLIC – David is in touch with current Chair

9. New Century Grant
   a. Approved!
   b. Need to form a committee to develop the program

10. Board Committees or task groups and working structure with James
Approved!

Need to form a committee to develop the program

10. Board Committees or task groups and working structure with James
   a. Create task groups to address strategic priorities – Cataloging, Future Finances, Next Generation Library System
   b. May be difficult to come up with one solution – need to develop pilots, look for funding sources, etc.

11. Other Business
   a. Rich and Barbara were tasked to work on a new Mission Statement – they have a few suggestions but weren’t clear about purpose
   b. Maine InfoNet – Helping Maine’s libraries connect patrons with ideas; Helps through Shared technologies all Maine libraries serve patrons better.