

## **Maine InfoNet Board Minutes, October 28, 2009**

The Maine InfoNet Board met at the Maine State Library in Augusta on October 28, 2009 at 1:40pm.

**Members present:** Richard Boulet, Director, Blue Hill Public Library; Judith Frost, Director of Library Services, CMCC; Clem Guthro, Director, Colby College Libraries; Barbara McDade, Director, Bangor Public Library; David Nutty, Director of Libraries at USM; Elizabeth Reisz, Director of Library Media Services, York Schools; Richard Thompson, Chief Information Officer, State of Maine; and Joyce Rumery, Dean of Libraries at UM via polycom.

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

**Members absent:** Ralph Caruso, CIO University of Maine System; Cora Damon, Librarian, Maine General Medical Center; Linda Lord, Deputy State Librarian/Acting State Librarian; Steve Podgajny, Director, Portland Public Library.

### **Minutes:**

On a motion made by Barbara and seconded by Judith the minutes of the July 22, 2009 were unanimously approved. August minutes are pending.

### **Staffing update:**

Search Committee interviewed two highly qualified candidates. An offer will be made to the candidate unanimously selected by the committee. Tim Pellet is leaving in November to take a new position at the University. His position is a professional position but does not require an MLS. Since the Search Committee does not need to be made up of Board members local people who know the position's responsibilities will be drawn upon for the search process. The job description does not need to be re-written.

### **501 c3 Update:**

Steve and James met, pro bono, with attorney Aaron Pratt of Drummond, Woodsun in Portland with David and Joyce participating via conference call. Attorney Pratt indicated the 501 c3 application procedure would not be difficult. It is a two step process that will take about six hours at cost of \$200/hr. Filing fees will be about \$1000. Total cost will run \$3,000-5,000. It will take about six months to get a ruling, if favorable, from the IRS. MIN falls in to the charitable rather than foundation category. This board can serve as the board of the 501 c3 but separate structures (meetings, minutes, funds, etc.) would need to be maintained. A motion was presented by Barbara and seconded by Richard that we proceed with establishing a 501 c3 with Attorney Pratt drawing up the documents. Rich requested that we be apprised of our responsibilities, liabilities and any potential conflict of interests. Clem expressed concern about the practical aspects in terms of our ability to manage requirements. The motion was unanimously passed. Ways to raise the necessary funds will be explored.

### **Website update:**

A report sent by Alisia Revitt, who is working with a student worker, was reviewed. Several possibilities for hosting are being explored.

### **Collection Development:**

Joyce and Clem are working on next steps.

### **Infrastructure Group:**

James reported that we are close to finalizing a contract with Serial Solutions to purchase their new product Summon for federated searching across Marvel databases, MaineCat and possibly the Maine Memory Network further down the road. Maine would be their first statewide consortium for Serial Solutions.

### **Executive Director Report:**

James reported on outstanding grant applications. ILMS did not fund either of the grant requests MIN partnered. He anticipates hearing from NEH about the EAD grant in December.

Pembroke has left Minerva and Wells Reserve will be leaving shortly. Uncertain if those libraries can be replaced by new members. Would need to consult with III. James does not recommend that current MIN staff handle the data migration should new members be added which could mean additional expense for the incoming library.

### **SOLAR Record Loading:**

data migration should new members be added which could mean additional expense for the incoming library.

**SOLAR Record Loading:**

Board reviewed the draft SOLAR Policy on Record Submission and Acceptance. A motion by Barbara, seconded by Clem, to adopt the policy was tabled until next meeting. Input from SOLAR libraries will be sought.

**Maine Library Learning Network:**

Application has been endorsed. Should know soon whether or not we are funded in first round.

**Other Business:**

Issue of who resolves problems with ILL requesting was deferred to next week.

Adjourned at 3:40pm