Maine InfoNet Board Meeting Minutes
September 22, 2016

Board Members Present: Joyce Rumery, Doug Macbeth, David Nutty, Jamie Ritter, Clem Guthro, James Jackson Sanborn, Sarah Campbell and Dick Thompson, Barbara McDade, and Nancy Grant on phone.

- Need ongoing Secretary following Brook’s departure
  o J. Ritter will look into staff support to take minutes
  o Dick suggested that Bridge software could record

MOU Subcommittee
- David presented draft, seeking approval of concept
  o Needs wordsmithing
- Discussion about staffing/funding section:
  o Funding for staffing of MINERVA is subsidized by MSL’s LSTA money
  o Want MINERVA to have leverage over all component groupings
    ▪ Add paragraph into Background section that mirrors description statement of MINERVA:
      “MINERVA exists… Receives substantial funding…stated goal is to serve libraries across state” (J. Ritter will draft)
    ▪ Add “as a consortium” in 2nd paragraph
    “As Minerva as a consortium does not currently contribute funding…”
    ▪ MSL provides 2.75 FTE for Minerva staffing and also covers 2/3 of platform costs of MILS (2.5 per position + .25 for contractual support). MINERVA ($4200 a member) covers the cost of MINERVA, ILS, and 1/3 of MECAT, but no staffing
    ▪ How does MOU relate to membership model?
      Membership relates more to MECAT and shared purchasing, not to ILS support
      ▪ Clause in MOU re: member libs in MINERVA should be sufficient
        o Suggestion of appendix or See Reference to Unattached Document (living document)
        ▪ E.g. policies like must be on delivery, etc. or lending through MECAT
        ▪ JJS will convene Subgroup (JJS, Joyce, Jamie, Clem) to draft “Key MINERVA policies” as living document
  o Discussion about use of word “consensus”
    ▪ Only applies to member libs
    ▪ MINERVA and MIN develop minimum standards/criteria/rubric to evaluate potential members
    ▪ OR remove words consensus
    ▪ OR language that decisions not be made in capricious manner, or not unreasonably denied
There is a document now re: Joining MINERVA that JJS read – “Readiness Measures”
Add clause under “Rights and Responsibilities”
#2: “…reached by consensus contingent upon Readiness Measures between MIN and Minerva EB.”
Still need to hear back from MINERVA feedback

VOTE: Minerva Board: Clem and Doug approved concept for subgroup to redraft and refine language

Bibliotheca eBook Platform
- Feedback received from Digital Library of NJ which moved from OD – BT last March
  - Initial trepidation reported, but has turned around, high praise
  - Appreciated sharing from Private Cloud to consortium

Reviewed contract with Overdrive – dated 10/27/2008
- Contract is committed until 10/27/2016 – then monthly
- Libs subscribe as of 3/1/17
- Outreach to current OD member libs:
  - JJS has shared with MINERVA Executive Board about possibility
  - State Library has discussed at district meetings

Communication Plan!
- Higher % of funds go to collection building
- Schools allowed
- Ease of use
- Concerns:
  - Kindle e-ink
  - Audio users who download to device and can use beyond due date
    - Raise due date to 3 weeks
- Holds on OD cannot be imported into 3M, but JJS will confirm this
- Migration Plan:
  - Possible 2 Phases:
    - Move items without holds or not checked out
    - Items in use

Update on Development Committee
  JJS, BM, Steve Podgajny, Sherrie Bergman, Gene Wiemers
  - Discussed charge and overarching goals
  - Discussed MINERVA strategic plan and potential funding needs
  - Discussed potential for NCG funding re: 2020 bicentennial
  - New $ to bring new libs into MILS
  - Question of Bond to pay for new ILS or big changes
    - Also related to Bicentennial
    - Committee needs more detail of MINERVA’s vision
  - Joyce reported that she is on Cultural Affairs Council and they are proceeding with preparing bond proposal re: funding for Bicentennial
- Discussion about whether we need to develop more checks and balances for Dev Committee
  - Charge says “work in conjunction with MINERVA board
  - Codify way they act on behalf of MINERVA board which will give them authority
  - Either in Bylaws or side doc/charge
  - JJS as Chair

VOTE: Charge Governance Committee to draft language

Next meeting: October at JAX
Adjourn: 3:39 PM Joyce, Clem