Maine InfoNet Board

March 3, 2014, 1:30pm

Maine State Library

The Maine InfoNet Board met at the Maine State Library in Augusta on March 3, 2014 at 1:30pm.

**Members present:** Clem Guthro (joined by phone at 2pm), Jennifer Lewis, Joyce Rumery, Brook Minner, Judy Frost, Barbara McDade, Doug Macbeth, Dick Thompson, Linda Lord, Pauline Angione, Steve Podgajny

**Maine State Library staff present:** Jaime Ritter, Linda Lord, Adam Fisher

**Maine Infonet staff present:** James Jackson Sanborn, Matthew Revitt

Agenda

1. Approve minutes of February 2014: Minutes approved without change, Barbara moves, Doug seconds. Unanimous vote yes.
2. University of Maine at Farmington laid off their library director without a plan to replace the position. Also, the University of Maine at Augusta is retiring in May and there are no plans to replace.
3. Membership models: As part of the our2014 “to do” list, we agreed to discuss a membership model for Maine Infonet in order to help MIN become self-sustaining and give MIN some available money to initiate new projects. If we ask libraries to join MIN at any price, we need to be clear what they will get from the membership. Possibly surcharge is the correct term, rather than membership, to refer to money that will go to support future initiatives and collaborative projects.

Membership might provide a stronger identity for Maine Infonet; give libraries a more clear sense of what MIN does and what it provides. We recognize that even with a membership model we aren’t going to sustain any of the MIN core services but membership costs could help offset costs and give member libraries an opportunity to feel more connected to Maine Infonet.

Even without a membership model, as we move MIN projects into the 501c3 collaborative, we will include a 2% overhead charge that would allow for administrative costs such as accounting services

1. Creation of a strategic plan – see attached message from Jane: Joyce summarized Jane’s notes from out meeting in February to discuss the possibility of Jane facilitating a Maine Infonet Board strategic plan creation. Although the Board is setting an annual “to do” list and is making good progress on this list in 2013-14, this seems like a good time to develop a more long term strategic plan with the expansion of MaineCat/new contract with III, the discussion of a Digital Library of Maine and possible other projects.

Barbara moves to work with Jane on a strategic plan on for the Maine Infonet Board, Steve seconds, unanimous vote yes. David has volunteered to be a writer for the plan. At our next meeting we will spend some time preparing for the strategic planning sessions.

1. DPLA and Maine: Linda did some research on the possibility of Maine joining DPLA. State librarian of New Hampshire was very positive about the Maine State Library being the “on ramp” for the DPLA. There is no timeline for how often participants must post items to the DPLA. The DPLA is looking for large scope collections. DPLA can accept a variety of formats, bePress format can be sent to DPLA.

Maine State Library staff demonstrated an example of a webpage with aggregate digital collections that already exist around the state using RSS reader to connect to XML files. The site is a “storefront” of sorts that demonstrate a way to bring together all the various digital collections that exist in Maine.

1. Appointment of a Board of Directors for the MSCC Collections and Operations Committee: Maine Shared Collections Strategy grant project is due to end May 2015. Starting summer 2014, the project will transition into the Maine Shared Collections Cooperative. An MOU signed in May 2013 states that five members of the Maine InfoNet Board will compose the Board of the Cooperative. From the MOU, the Collections and Operations Committee will “oversee issues related to the selection of materials for retention…”

Clem suggests that the existing collections committee continue the work until August 2014 when they can then recommend a Collections and Operations Committee. Steve seconds. Unanimous vote yes. The Executive Committee of the Maine Infonet Board will appoint the Board of Directors of the Maine Shared Collections Cooperative.

1. Executive Director report: James submitted a letter of inquiry for a $2.7 million request for a grant from the Maine Next Generation Fund. $1.4 million would go for an endowment and the other money would go towards two staff positions for three years, additional delivery costs for 3 years and money to underwrite the growth of statewide system, particular small libraries.

Open MIN staff position deadline was extended. Two interviews are complete; two more scheduled for this week.

MIN staff offices will be expanded, giving six offices with doors! There will be space for large common room and additional office space for growth.

Migration team from III is working on new systems. Waiting on hardware specs. Plans are underway for PPL and UNE library staff to meet with III staff to discuss migration. MINERVA Executive Committee decided to remain a single installation, rather than the previously planned split between public and academic libraries.

1. Move to adjourn by Judy, seconded by Jennifer. Meeting adjourned at 3:23pm.

Future meetings: April 3, Helen Fogler will attend this meeting

May 12, 9:00am to 4:00pm, Colby College

June 12, Orono meeting when all staff are available