Maine InfoNet Board
Minutes for May 6, 2019

March 4 Minutes: Motion to approve minutes passed unanimously, with amendment -- remove the "s" at the end of Sherrie Bergman's name.

Finance Committee Report: Review of Profit & Loss (through April) and Balance Sheet (first three quarters of the fiscal year) statements for MIN.

Cash-on-hand separated into three accounts: UCU Checking, Minerva, and UCU Savings.

The UCU Savings asset is separated into several funds:
- General UCU Saving: money that is not restricted to a specific fund class or purpose. Also captures funds paid to our long-term contract cataloger, pending twice-annual invoicing of Maine State Library
- Download Library: Cash for purchasing content; should increase in the next week or two.
- MSCC: a carried-forward fund balance
- MILS: membership money that has come in versus what we've spent on MILS; would be lower because MSL underwrites part of MILS's costs
- ILS: money left over after billing various entities supported by MIN, and after paying III
- MSL Contracted Services: money for various MIN projects that are MSL-related, e.g. -- API work to bring Balsam into INN-Reach. Restricted in the sense that the MSL/MIN contract names specific types of activities that this money can be spent on.
- Minerva Contracted: New line that had begun with $15,000 -- Minerva was invoiced for the full amount of the Minerva cataloger, and this amount goes down each time the Minerva cataloger is paid.

Some of these categories can be tricky because of different funding sources and expenditures operating outside of MIN's July-to-June.

The Minerva asset is Minerva's actual cash-on-hand. Minerva has its own operating budget.

The UCU Checking asset is usually kept at ~$1000 in unrestricted funds.

Accounts Receivable -- libraries that haven't paid last year's MIN Download Library bill, $150-200 invoices that add up over time (now adding up to about $4000).

Question -- why does this use terms like "equity" (instead of net assets) and "income" (instead of revenue)? This is the nonprofit version of Quickbooks, but the report still uses for-profit terminology in some places.

Review of P&L statement raised no concerns. The big difference between years is in Minerva libraries that paid last fiscal year and will be moved over when 990 is complete.

Annual cash turn-over (in and out) of about $600,000 per year.

Committee has decided to continue working on Financial Policy Manual and bring it to a future meeting.

Strategic Plan group progress report:
Governance and Finance have made progress on their goals. What are the other groups? Joyce to find the latest strategic plan document and send it out to the group.

Merger & Bylaws:
- Oxford comma showdown. Who loves it more?
- Importance of gender-bias-free language
- Article I -- "The name of the Corporation shall be Maine InfoNet Collaborative, doing business as Maine InfoNet or MIN"
- IV.2: why "initial board shall have up to twenty (20) members?" Doesn't affect how many we can have.
- Not an edit, but just a reminder, who are the officers: Chair (Joyce), Vice-Chair (David), Treasurer (Pauline), Secretary (Marjorie)
- P.6 -- typo: duties of Treasurer, "he or she may sign all drafts or checks … **for** the corporation."
- P. 7 -- first paragraph, section 1: "no donations shall be …. Inconsistent **with** the requirements"

MOTION to accept new bylaws, including all edits above, passes unanimously

MOTION to dissolve Maine InfoNet Board and reconstitute as Maine InfoNet Collaborative Board as the governing body of the Maine InfoNet Collaborative passes unanimously.

Director's Report & General ILS / III discussion:
New account rep, Stacey Reiling, for III. CBB, James, and Joyce meeting with III on May 21 at Bowdoin, but Stacey won't be there. Stacey is likely to visit PPL soon. Stacey new to III, had been with LexisNexis. David reinforced the importance of Stacey visiting MIN/James.

Tom Jacobson, formerly of III, is back with III -- Jim Tallman, the CEO of III, is moving to a board position in III, succeeded by current III executive VP of global sales and marketing, Shaheen Javadizadeh. Not a shake-up, just a shift.

Remodeled tech support so that it's team-based, so that we hit the same handful of people over and over. The tech named Qays is really good.

MILS users group coming up. Thomaston Public Library coming up.

Minerva -- new executive board member joining, Spring Users Group meeting coming up. Four years ago, Minerva formed an innovation committee that has recently been reconstituted; they will have an annual innovation contest mini-grant ($5000) project.

Balsam -- III general counsel approves sharing code in Balsam that connects with INN-Reach

III / ILS Interlude:
PPL has found introduction of Decision Center very bumpy. Data did not come in well, and PPL has been trying to get a response for about a year. Supposed to have the data reloaded by III. Decision Center is up and running for URSUS, Minerva -- though it did take some time.

III meeting with CBB: 3-hour meeting with III on May 21. This got started as an attempt to draw III attention to problems, things that don't work right, and to hear what III is doing to grow/change/develop. James and Joyce will be going, others are welcome.

Will API links work to connect Alma to INN-Reach? III and Ex Libris have spoken. An open-source alternative to INN-Reach is being discussed.

ACRL session attended by David on Open-Source ILS: EBSCO's open-source ILS "Folio" -- presenters from Cornell, Duke, and Lehigh, as well as the Open Library Environment. Question asked -- why are big universities investing in open-source and the personnel required to do so? Lehigh said "sick and tired of no innovation, broken promises," and Cornell and Duke agreed. Folio takes a "microservice approach" that integrates APIs. Marjorie has familiarity with the project -- Penn was part of the project while she worked there. Qualley Foundation sponsored, but project discovered need for commercial backing.

CW-MARS using open-source Evergreen. National Network of Libraries of Medicine providing funding to add 10 libraries to Balsam. Evergreen rep a few years ago said they simply couldn't handle URSUS's or Minerva's numbers.

Good retreat topic? We have three years left in the group contract that includes URSUS, Minerva, and PPL. We need to have a road map and we need to set aside money.

Legislative Update:
LD1149 came out of committee 8/5 "ought to pass" on a party-line vote, but stated that the caucus has opposed passing bills with fiscal notes. LD1149 passed House and Senate under gavel, needs to pass on one more vote in both chambers, and then Appropriations will consider it among the $800 million in costs outside of the governor's $8 billion budget.

Library Day in Hall of Flags -- April 24 -- first time we tried this. Traffic dilemma -- do legislators actually go? Tuesdays/Thursdays they do come, because they're in session, and it's a major thoroughfare. We were there on a non-session day, but lots of committee hearings. Good in-depth conversations with legislators, but only 25-30 legislators came through.

Day of vote, all legislators received LD1149 info sheet and a letter.

MIN developed handouts that describe effect of joining MaineCat environment -- 350% average increase in how many items brought in via ILL. Diane reports significant impact in advocacy with town government in Lisbon.

<u>Plan the retreat:</u>
Most importantly, we need to decide on our purpose & topic, but urgently, we need to set aside a date and location. We won't have a topic by June 3.

Possible topic brainstorming:
- how do we become more automated, more data-oriented; LD172 Michelle Brann's bill to invest in Smart Technology; the idea of using technology to manage human beings; "the library app" - making access to materials seamless without being invasive
- What do we do for ILS solutions? September retreat with several vendors describing their future plans, where they think they're going. Strong support for this idea. III, Ex Libris, OCLC, Folio (EBSCO). No interest in a Sirsi/Dynix at this time, no open source systems currently at our scale. Ad hoc committee of James, Sarah, David, Joyce.

June 3 -- plan for retreat, meet with development committee, 1:30-3:30pm
July 1 -- set goals for the coming year, longer meeting, 12noon-3:30pm
August -- no meeting
Thursday, September 5 -- all day meeting, systems-focused retreat, 9am-4pm, MSL Maine Authors Room.

Meeting concluded at 3:50pm