



Minerva Executive Board Meeting Agenda

Wednesday, September 11, 2019 | 10:00am - 12:00pm

Maine State Library Studio | Zoom: <https://zoom.us/j/171331254>

Documents for the meeting housed on [Google Drive](#). (Not all posted yet; check back closer to meeting date.)

- Call to order
- Review and acceptance of the [July 24, 2019 meeting minutes](#)
- Old Business
 - Membership guidelines for all committees
 - Innovation, Cataloging Standards, and Membership reviewed last meeting. Circulation Standards, Communications and Marketing, and Financial Sustainability were in process.
 - Pre-paid credit card for Minerva Treasurer
 - Zoom subscription for Minerva
- New Business
 - Fall Users Council meeting, Friday, October 25 (virtual) - agenda items?
 - “Welcome Wagon” responsibilities for new directors of Minerva libraries
 - Survey of academic library members
 - Discussion of physical collections and open lending - current and future threats and opportunities for Minerva
 - Review of the [Intra-Minerva Request Policy](#) and the [Local Short Term Materials Collection Policy](#)
 - Are additional guidelines/policies needed to facilitate responsible implementation of local use only collections?
- Reports
 - Maine InfoNet Representative
 - Maine InfoNet
 - Minerva Technical
 - Finance
- Committee Reports
 - Cataloging Standards
 - Circulation Standards
 - Communications and Marketing
 - Financial Sustainability
 - Innovation
 - Membership
- Other
- Adjournment : Next Minerva Executive Board meeting: November 13, 2019

Mission Statement:

Minerva provides the structure, systems, and support for member libraries to enhance services to library patrons through collaboration.

Executive Board Representatives, 2019-2020:

Public Libraries

Jen Alvino, Windham Public Library (2018-21)
Kyle Neugebauer, Thomas Memorial Library (2018-21)
Susan Preece (Secretary), Topsham Public Library (2017-20)
Josh Tiffany, Gray Public Library (2019-22)

Academic Libraries

Shiva Darbandi, Maine College of Art (2018-21)
Shelly Davis (Chair), Saint Joseph’s College (2017-20)
Amber Tatnall (Treasurer), York County Comm. College (2019-22)

Special Libraries

Janet Bolduc, MaineGeneral Medical Center (2017-20)

School Libraries

Liz Soares (Vice Chair), Augusta School District (2019-22)

Ex-officio:

Steve Norman, Maine InfoNet Board Representative, Belfast Free Library
James Jackson Sanborn, Executive Director, Maine InfoNet