

**Executive Committee of the  
Members Council on Library Services (MCLS)  
Conference Call  
Agenda**

Wednesday, April 19, 2017 – 2:00 p.m. to 3:30 p.m. ET

Dial-in Number: **1-888-670-3525**

Participant Passcode: **575 614 9391** followed by the # key

<b>2:00</b>	<b>Call to Order</b>	Ray Calvert
<b>2:00 – 2:05</b>	<b>1. Approve March 15, 2017 Meeting Minutes</b>	Ray Calvert
<b>2:05 – 2:30</b>	<b>2. MCLS Processes and Procedures</b>	
	A. Report on Nominating Committee Activities	Anne Prestamo
	B. Brainstorm May MCLS Meeting Agenda Topics	Ray Calvert
	C. FALSC Standing Committee Vacancies	Ray Calvert
	i. CMESC Vacancy (Sara Duff, GCSC)—Need FCS Member <i>(The CMESC membership will be an unexpired term beginning immediately and ending December 31, 2018.)</i>	
	ii. DISC Vacancy (Jamie Rogers, FIU)—Need SUS/U-R <i>(The DISC membership will be a three-year term beginning July 1, 2017 and ending June 30, 2020. On July 19, 2016, Jamie Rogers (FIU) was reinstated for one year to serve out her term as Co-chair.)</i>	
	iii. TSSC Vacancy (Margarita Perez, FIU)—Need SUS <i>(The TSSC membership will be an unexpired term that would begin July 1, 2017 and end June 30, 2019. The TSSC would like this position opened to ALL SUS institutions.)</i>	
	D. Updates to the MCLS Bylaws	Ray Calvert
<b>2:30 – 3:00</b>	<b>3. Update on Sierra / Encore Duet Implementation</b>	Ellen Bishop, Dave Whisenant
<b>3:00 – 3:10</b>	<b>4. FALSC E-Resources Licensing Guidelines</b>	Scott Schmucker
<b>3:10 – 3:20</b>	<b>5. Update on NGILS Branding Activities</b>	Linda McCarthy
<b>3:20 – 3:25</b>	<b>6. Executive Committee Meetings</b>	Ray Calvert
	A. Confirm February Meeting Date (May 17, 2017)	
	B. Future Topics	
<b>3:25 – 3:30</b>	<b>7. New Business</b>	Ray Calvert
<b>3:30</b>	<b>Adjournment</b>	Ray Calvert

This page intentionally left blank.

**Regular Meeting of the  
Members Council on Library Services (MCLS) Executive Committee  
Minutes**

April 19, 2017

Meeting called to order at 2:00 p.m.

A meeting of the Florida Virtual Campus (FLVC) Executive Committee (ExCom) of the Members Council on Library Services to discuss regular business was called to order at 2:00 PM EDT pursuant to notice sent to all committee members. The following committee members were present: Elijah Scott (FALSC), Ellen Bishop (FALSC), Joni Branch (FALSC), Linda McCarthy (FALSC), Scott Schmucker (FALSC), Dave Whisenant (FALSC), Tammy Elliott (FLVC), Anne Prestamo (FIU), Judy Russell (UF), Kathryn Miller (FPTU), Christina Will (SJRSC), Ray Calvert (PHCC), and Jill Simser (EFSC).

**Approve March 15, 2017 Meeting Minutes**

Draft minutes were distributed prior to the meeting. A motion by Judy to approve. Seconded by Kathryn. Motion carried.

**MCLS Processes and Procedures**

**Report on Nominating Committee Activities**

Anne shared an ExCom grid showing officers and representatives that make up the body of the committee. The grid shows filled and open positions. Needed for 17-18:

- Chair-Elect Officer: Elect FCS for 3- year term
- Secretary: Officer: Elect for 1-year term
- FCS at-large Representative: Officer: Elect for 2-year term—Two out of three individuals have accepted the nominations. ExCom to vote at the May meeting.

**Brainstorm May MCLS Meeting Agenda Topics**

Wednesday, May 24, 2017:

- Questions and Answer Session with FALSC Standing Committees
- Questions and Answer Session with Sierra / Encore Duet Implementation Working Groups
- Updates from Other Groups and Committees

FALSC Briefings and Discussion

- Updates and Discussion on Sierra/Encore Implementation
- Updated Timeline
- Summary of Development Issues
- Other Updates

Thursday, May 25

FALSC Briefings and Discussion

- Legislative Update

- Update on Hiring Activities
- Other Updates

## E-Resources Update

### MCLS Processes and Procedures

- Elections
  - Discussion and Approval of Updated Bylaws
- Confirm Future Meeting Dates and Locations:
  - September 13-14, 2017—New College of Florida, Sarasota
  - December 2017—FLVC, Tallahassee?

## Update on NGILS Branding Activities

### **FALSC Standing Committee Vacancies**

A call for applications is requested for the following standing committee vacancies:

CMESC Vacancy (Sara Duff, GCSC)—Need FCS Member  
*(The CMESC membership will be an unexpired term beginning immediately and ending December 31, 2018.)*

DISC Vacancy (Jamie Rogers, FIU)—Need SUS/U-R  
*(The DISC membership will be a three-year term beginning July 1, 2017 and ending June 30, 2020. On July 19, 2016, Jamie Rogers (FIU) was reinstated for one year to serve out her term as Co-chair.)*

TSSC Vacancy (Margarita Perez, FIU)—Need SUS  
*(The TSSC membership will be an unexpired term that would begin July 1, 2017 and end June 30, 2019. The TSSC would like this position opened to **ALL** SUS institutions.)*

Tammy will work with Ray to prepare the applications and emails announcing the openings.

### **Updates to the MCLS Bylaws**

- Much discussion ensued about MCLS voting methods and process. ExCom recommended the following scenarios require 75% of the votes cast by members (30 members) to carry:
  - Expenditures for electronic resources
  - Electronic system options, not to include executing a contract or “technical feasibility”
  - Amendments to operating procedures
- For critical decisions or special circumstances such as whether to proceed with the launch of the Sierra in July 2017 or delay it for a year, it is recommended the Excom and Executive Director of FALSC require an affirmative vote of at least 75% of the SUS MCLS members and 75% of the FCS MCLS members to provide guidance.
- Ray to add language in Section E.4. Quorum and Voting and send to ExCom for review. ExCom plans for document to be ready for review at MCLS meeting in May.

### **Update on Sierra / Encore Duet Implementation**

Dave and Ellen will present at MCLS in May the new timeline, project schedule, project plan in light of the delay Go-Live decision. They continue work with Ill on development issues. They

are also working with EBSCO on the API EDS Discovery. In-person training will continue, as well as all webinars. Refresher courses may be offered in the spring 2018.

The day of the decision to delay Go-Live, the Training Working Group was brainstorming on how trainees could remain fresh and wrap it around data review.

Systems WG lost their chair, but elected amongst themselves a new chair. So did the Discovery Configuration Work Group.

### ***FALSC E-Resources Licensing Guidelines***

Scott has received a suggestion from CSUL that the FALSC licensing guidelines need to be updated. He is open to suggestions and would like to open up the document to all constituents. The CMESC may review them as well. He requested this be an agenda item with the eResources update.

### ***Update on NGILS Branding Activities***

Linda presented a mockup of OAK, Online Access to Knowledge. The Excom gave no negative feedback. She said it is completely optional for institutions to use it. Next phase is logo development.

May Meeting Date (May 17, 2017 200 - 3: 30)

### ***New Business***

Elijah reported FLVC senior leadership met last week. There is nothing to report regarding Legislative issues that impact FLVC. A legislative update will be added to the agenda for the MCLS meeting in May.

Meeting adjourned: 3:30 pm.