

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

Wednesday, October 17, 2018 – 2:00 p.m. to 3:30 p.m. ET

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

Participant Passcode: **374 687 2619** followed by the # key

Committee Members: Brian Doherty (NCF), Karen Griffin (HCC), Margaret Hawkins (SCF, Manatee-Sarasota), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

2:00	Call to Order	Tom Messner, Chair
2:00 - 2:05	1. Approve September 19, 2018 Meeting Minutes	Tom Messner
2:05 – 2:10	2. MCLS Processes and Procedures	Tom Messner
	A. Update on Call for Standing Committee Applications	
	B. Confirm Next MCLS Meeting Date	
	i. December 6-7, 2018 (FLVC-Tallahassee, FL)	
	ii. March 7-8, 2019 (SPC, Clearwater, FL)	
2:10 – 2:15	3. FALSC Updates	Elijah Scott
	A. Hurricane Michael's Impact on Operations	Rebel Cummings-Sauls
	B. Status of Discussions Regarding FDA	Rebel Cummings Sauls
	C. BE Press	Tom Messner
2:15 – 2:40	4. ITN Evaluation Team Applications	Tom Messner
2:40 – 2:50	5. Agenda Topics for MCLS Meeting, December 6-7, 2018	Tom Messner
	A. Possible Presentations for December 6-7, 2018	
	i. EBSCO: Louisiana Project	
	ii. Digital Initiatives	
	B. OCLC Invoices	
	C. Springshare: LibGuides	
	D. Consortia Manager ERM program	
	E. DLIS Update	
2:50 – 3:00	6. Review Discussions and Outcomes from September 11 Meeting	Tom Messner
3:00 – 3:15	7. Other Business	Tom Messner
3:15 – 3:20	8. Executive Committee Meetings	Tom Messner
	A. Confirm Next Meeting Date	
	i. November 21, 2018 *	
	*(Day before Thanksgiving. Should we change?)	
3:20 – 3:30	9. New Business	Tom Messner

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

Wednesday, October 17, 2018 – 2:00 p.m. to 3:30 p.m. ET

Committee Members Present: Brian Doherty (NCF), Karen Griffin (HCC), Meg Hawkins (SCF), Tom Messner (FSCJ), and Kathleen Miller (FGCU).

FALSC Staff: Tammy Elliott, Brian Erb, Rachel Erb, Devon Hickey, Kendra Parson, Gail Orth, Elijah Scott, and Dave Whisenant,

1. Call to Order – Tom Messner, Chair

2. September 19, 2018 Meeting Minutes--Approved with corrections

- page 2 # C 3 EBSCO type; location?
- section 3 Data instead of date.

3. MCLS Processes and Procedures

Update on Call for Standing Committee Applications

- Tammy gave an update on vacancies: CMESC has (5); FCS ok form Mark M. - waiting on comment from Valerie for SUS; the application is ready; will need to establish timeline, first part of next week. Assessment Committee also has vacancies (2).
- Will double check for any other committee vacancies put out the call for applications at the same time.

Confirm Next MCLS Meeting Date

- December 6-7, 2018 (FLVC-Tallahassee, FL) YES
- March 7-8, 2019 (SPC, Clearwater, FL) YES

4. FALSC Updates

Hurricane Michael's Impact on Operations

- Tallahassee was slightly impacted, however there was generator backup that failed; there was also an automated locking system that had issues which is now resolved; As a result, the FLVC
- phone lines – IP based were down. (when power went down, they were down) They were restored when power came back.
- Non Hurricane issue - A couple of databases having problems (FOD especially).
- Also COOP servers in Atlanta being replaced which is impacting FDA, some reporting; This was a planned activity.

Status of Discussions Regarding FDA (Rebel)

Since last MCLS, there have been open discussion for members to join as well as a q & a discussion for FDA affiliate members; more will be scheduled for next week and by the end of the month; They are meeting with current institutions using FDA and gaining their input. The goal is to bring to December meeting, the preferred solution; Tom asked re: timeline. Rebel - we are paying consistently higher fees so a transition/migration phase before next fiscal year is the goal. FALSC will need to ask members to contribute if FDA goes past July 1. Migration challenges, depend upon 'chosen' solution. We hope to have top choices by December and able to relay costs, pros/cons.

BE Press (Rebel)

BE Press product offer to show demonstration at the December meeting; FALSC might get a group discount if enough members decide to opt in. Discussion on number of vendors coming to MCLS meetings. Request – Rebel please offer a webinar instead of vendor presentation.

Additional discussion on vendor presentations at MCLC meetings.

ITN Evaluation Team Applications

- Discussion on FCS & SUS qualities, needs & demographics.
- Discussion on the FCS representatives. Finalists chosen were Griffin, Hilerdbrand & Purrenhage.
- Discussion on the SUS representatives. Finalists chosen were Rosenthal, Buck & Phillips.
- Directors: Profeta (FCS) & Russell (SUS).
- FALSC: Ellen & Dave...Thank you to all the applicants and statement that all were greatly qualified.
- Discussion & clarification on the 40 participants for the reviewing team.
- FALSC will notify the chosen evaluators.

5. Vendor Presentations & Agenda Topics for MCLS Meeting, December 6-7, 2018

Vendor Presentations

- EBSCO: Louisiana Project (YES - not a vendor; virtual presentation)
- Digital Initiatives (YES - Rebel & FDA)
- Springshare: LibGuides (Discussion) It was discussed that we should possibly postpone
- the LibAnalytics presentation to a later meeting that is less congested.

Agenda Topic - OCLC Invoices (YES)

- Brief update on collecting invoices. OCLC is willing to attend the December meeting. MCLS needs to be specific on the questions they want OCLC to answer.
- Additional discussion on making sure the discussion is only about the Invoices and that FALSC is not seen as negatively impacting the ITN process. (both sides)
- Consortia Manager ERM program (YES – update)
- Rachel shared that the ERM product is not ready for the migration process. It is still at UWF procurement and it isn't likely to be ready before

December. Rachel agreed to provide an update, but to move the interface presentation to March.

- DLIS Update (YES)
- A Florida State Library update from Amy Johnson.

6. Other Business

Question for Rachel – Are we on track with group licensing? We are a bit behind due to hurricane and workload, but quotes coming out shortly after 10/26.

7. Executive Committee Meetings

Next Meeting Date - Tom asked that a doodle poll be sent out – possibly changing the date to the 21st.

3:40 p.m. - Meeting adjourned.