**Minutes, July 13, 2016**

**Call to order :** Meeting convened 10:05

**Introductions :** Present: Alisia Revitt, Liz Soares, Judy Frost, Steve Norman, James Jackson Sanborn, Nancy Crowell, Amber Tatnall, Kevin Davis, Janet Elvidge

**Review and acceptance of the minutes of the May 11, 2016 meeting :** Minutes accepted unanimously

**Election of Executive Board Officers :** Nominated slate of officers… Voted unanimously

 **Chair: Kevin Davis**

 **Vice Chair : Janet Elvidge**

 **Secretary: Liz Soares**

 **Treasurer: Amber Tatnall**

Nancy made a motion that Vice Chair head up committee to review bylaws as they pertain to the Executive Committee bylaws. Voted unanimously.

**Old Business**

* Special libraries Executive Board member appointed (Megan McNichol)
* Joint meeting with Maine InfoNet Board/Updating MOU (Seeing new participants - Steve, Kevin said they would participate)
* Kaplan University library—Collection dispersal. Some libraries picked up some books from the closed libraries. James reports that Kaplan did pay dues as owed to Minerva.
	+ - KVCC will be withdrawing from Minerva due to a switch to a primarily digital collection.
		- Amber requested Minerva have more ‘teeth’ in the MOP so that libraries facing changes from outside administrators have something to lean on in regards to Minerva obligations, so that “closing the library” isn’t so easily seen as an easy decision to make.
		- Possible working group: Amber, Liz, Nancy
* Minerva strategic plan - Moving ahead, notices posted, work continues
* New committees (Innovation, Communications/Marketing, Financial Feasibility) - Pending
	+ Communications/Marketing working on “fact sheet”

**Reports**

  **Maine InfoNet** - Little to report. Invoices have gone out. Moving to purchase patron-driven additions to Overdrive collection. James is exploring possibly switching state digital collection from OverDrive to 3M Cloud Library.

 **Maine InfoNet Representative** - Conversations progressing with OCLC regarding how their services might work for Maine’s library networks.

  **Minerva Technical** - Sierra upgrade happened, went fine, however created some issues with the statistics module within the SDA (does not affect web statistics). III Engineering is still looking at issues impacting the stuck holds situation. Lynn reports that users are signing in and accessing web training posted online. Freeze Holds function has been disabled.

 **Finance** - Report distributed. Amber pointed out large balance in reserves as an indicator of our ability to support the innovations committee.

**Committee Reports**

 Membership Committee - nothing to report

 Ad hoc CDC (Collection Development Committee) - nothing to report

 Circulation Standards - nothing to report

 Cataloging Standards - nothing to report

 Innovation Committee - nothing to report

Other - none

**Adjournment at 11:57**

After lunch, reconvene for meeting with representatives from Maine InfoNet Board and OCLC

Next meeting: September 14, 2016, Executive Board