



Meeting Minutes

March 16, 2016

10:30 A.M.

Meeting Called by: Michelle Wimbish, Council Chair, (DCCS)

Type of Meeting: Business

Secretary: Tamara Dean, Secretary (APLS)

Attendees:

John-Bauer Graham (ACHE)
Becky Goodson (ASA)
Bryce Thornton (APLS)
Earlene Patton (ALSDE)
Gina Frady (ASA)
Janice Franklin (ACHE/NAAL)

Melvin Davis (ACHE)
Michelle Wimbish (DCCS)
Nancy Pack (APLS)
Ron Leonard (NAAL)
Tamara Dean (APLS)

AGENDA TOPICS

Call to order	10:36 am	Michelle Wimbish
Welcome and Introductions: Michelle Wimbish welcomed the Council.		Michelle Wimbish/Council Chair

REVIEW OF MINUTES

Minutes from January were reviewed and accepted as corrected. John Bauer-Graham made the motion to accept and Gina Frady seconded the motion.

BUDGET REPORT

Earlene Patton presented an update on the budget. A detailed report was provided presenting the FY expenses and resources (see attached.) We are still waiting on a PO from Oxford. The AVL account has \$364,140.64 remaining unencumbered funds. Earlene Patton recommended that all purchasing decisions be determined by June 1, 2016.

UNFINISHED BUSINESS

A. Web Page

- Michelle Wimbish suggested that we proceed with the web page RFP presented by Super Computer Authority.
- John Bauer-Graham expressed his concern about the price presented by the Super Computer Authority. He suggested that we create the standards and release a request for RFP's. It was discussed that we look within inter-state agencies to ask for a RFP.
- Strategies for developing the "Request for Proposals" document were discussed. Earlene Patton committed to do some research of other state agencies.
- Everyone agreed that we need to obtain quotes from different entities.

- Nancy Pack made a motion to gather the standard specifications for the web page design, and get the Web Page Committee to create the standards. John Bauer-Graham seconded the motion. The motion passed unanimously.

B. Archival of Past Minutes

- A discussion was held about the archival of the past minutes and the current minutes. Nancy Pack stated that in her opinion the fiscal agent should house the minutes (or at least a copy of them.) Ms. Pack stated that APLS has the original documents of the beginning of the AVL Council.
- It was reported by Michelle Wimbish that the Department of Archives can archive the minutes in print format or electronically.
- At our next meeting a proposal will be brought from the Department of Archive.

COMMITTEE UPDATES

By-Laws: Janice Franklin made some suggestions and expressed questions regarding the By-Laws. One of her concerns is the disposition of records. Another was to amend the Purpose Statement, and to develop a strategy for dissolving the Council, if the occasion arose. It was decided that the committee should convene and develop a proposal for changes. The committee determined a time and place to meet.

Technology: Gina Frady presented usage data (see attached.) Her report was robust and informative, as noted by Ron Leonard. Gina suggested that we consider retrieval stats for considering vendors that are actually being used.

Legislative: Nancy Pack reported that Homework Alabama is to be cut from the APLS budget by the House Education Trust Fund. She has approached a number of state senators and congressmen regarding the APLS budget, as well as the AVL budget. She reported that the AVL budget will be level funding.

The Council's request for a 5% increase was not submitted. Reasons are unclear. Ron Leonard suggested that the AVL become involved in the bicentennial programs. It would be a great public relations strategy, as well as pursuing more funding for next year in discussions with Representative Orr. However, the council was successful in having the word "project" removed from the line item for the AVL.

Training: Gina Frady reported that she and Michelle Wilson are partnering with Alabama State Department of Education (ALSDE) in creating an e-course which also could be used to train K-12 teachers to become certified AVL trainers. All of the training will be available online. The database providers will present a 30 minute presentation revealing their major resources and features. This would be available to anyone. The training sessions will be archived and hopefully, embedded in courses at the State Department. The launch date will be by fall, 2016. Gina is hopeful that this will become a part of the professional development required courses to reach required hours.

Database Review: Discussion was ongoing regarding the reviewing and selection of databases that are actually being used by the end users. Some of the suggestions that were considered are as follows:

- Determination by the committee if a special meeting should be added.
- Consideration of how or if to bundle our choices.

- Investigating possibilities of breaking the bundling purchase strategy and presenting to the vendors exact specifications of what the council deems needful for databases.
- Gina Frady was asked to populate annual statistics on usages.
- Suggestion to email the database committee any concerns or questions, and feedback from end users in each council member's agency.

Publicity: Bryce Thornton reported on the promotional items that are available. Bryce suggested we maintain the tag line: "Connecting you to a world of knowledge." A suggestion was made to add "anytime, anywhere." Michelle Wimbish ordered items for April upcoming Alabama Library Association (ALLA) Conference – pens, mouse pads, and notebooks. Council members who are going to ALLA were asked to look at schedules and assist in staffing the AVL table.

NEW BUSINESS

- A. **Contract with ASA.**
- B. Some concern continues to be expressed regarding the council's contract with ASA.
- C. Booth at Alabama Educational Technology Conference, June 7-9, 2016, Birmingham-Jefferson Convention Center. John recommended that we maintain a booth at this conference, pointing out our success in the past. Also, John pointed out that with the promotion of the upcoming e-course our presence there would reinforce those efforts. John made a motion that we maintain a booth at the conference; Gina seconded; all members approved.
- D. Ron Leonard reported on the Galileo meeting that he attended. Ron suggested that the state of Georgia is "out front" in open educational resources (Affordable Learning, Georgia.) Ron has spoken to Terry Collier, a House member, who is very interested in the Georgia project, and wants Alabama to explore options, and to keep him updated.
- E. Ron Leonard also discussed the upcoming Alabama Bicentennial, and what role the AVL should have in partnering with the Alabama Bicentennial Commission. AVL has many resources that could be applicable to these activities and events. Ron believes that this is an excellent way to promote AVL resources, and possibly could open other doors for the AVL. He also recommended that the AVL Council should consider purchasing e-books that will correlate to the Bicentennial. Ron will invite Jay Lamar, head of the commission, to our next meeting to explore our participation. John Bauer-Graham reinforced Ron's suggestions that the AVL needs to connect with the Commission's planning and events.

ADJOURNMENT

The next meeting will be held on May 18th, and will be held at the Center for Commerce in Montgomery. A parking lot code will be sent before the next meeting.

The meeting was adjourned at 12:27 pm.

Respectfully Submitted by: Tamara Dean
 Edited by: Michelle Wimbish