



**Meeting Minutes**

**July 15, 2020**

**10:00 AM**

The July 15, 2020 meeting of the Alabama Virtual Library Council was called to order at 10:16 AM by Council Chair, Renee Marty.

Minutes were prepared by Cristin Dillard, Council Secretary.

Minutes approved as official: September 16, 2020.

**Members in Attendance**

Ron Leonard, ACHE  
Cristin Dillard, ALSDE  
Renee Marty, ACCS  
Brad Fricks, ACCS

Holly Flores, APLS  
Amy Henderson, APLS  
Nancy Pack, APLS  
Bill Paine, ASA

**Guests in Attendance**

Ben Henrie, Alabama Supercomputer Authority

1. **Welcome:** Council Chair, Renee Marty, called the meeting to order and confirmed a quorum was established.
2. **Approval of Minutes:** Brad Fricks made a motion to approve the June 17, 2020, minutes with the amendment to Attachment C to reflect Renee's "nay" vote. Ron Leonard seconded the motion; Council Chair asked for a roll call vote (Attachment A) and all voted in favor of approving the minutes; motion passed.
3. **Financial Report:** Ron Leonard respectfully submitted the financial report. He emailed all Council members the budget report as of June 30, 2020, from Jennifer Holman, Alabama Public Library Service (APLS). Ron reported that most vendors he has spoken with are agreeing to flat pricing for FY2021, will update the budget sheet and send it to Council members.
4. **Unfinished Business:** No unfinished business was discussed.
5. **New Business**
  - a. **Use of URLs by Alabama Libraries (Renee Marty & Bill Paine):** Bill has received two requests from two different institutions asking for the direct links AVL uses to vendor databases; Bill was not comfortable providing these direct URLs due to possible violations of vendor agreements. One institution was concerned with virtual students not being able to access AVL resources. There was evidence of prior use of custom proxy URLs, but this was used behind a login wall. Ron Leonard was under the impression 4-year institutions were allowing faculty and staff to access via proxy. Renee Marty added a majority of 2-year institutions stated that times and vendor agreements have changed over time, but could explore the possibility of creating URLs for this purpose. The other concerns expressed by Bill included reaching out to vendors for these proxy links that still are active, could the usage statistics be negatively impacted or skewed due to use of direct URLs, and licensing breaches/violations. The proposal was Bill would reach out to vendors to discuss options and report back to Council. Renee asked Nancy Pack and the Bylaws Committee if there are any bylaws to see how the Council could handle remote students and



access to AVL/URLs. Nancy will collaborate with Bill once answers from vendors are received to investigate possible bylaws revisions and report at the next meeting.

- i. **Motion:** Nancy Pack made a motion for Bill to reach out to all vendors concerning old URLs that provide proxy access; the motion was seconded by Ron Leonard. All agreed; motion carried.
  - b. **Approval of the FY2021 Budget (Holly Flores):** The FY2021 Budget Proposal was sent to all Council members via email.
    - i. **Discussion:** Nancy Pack mentioned the Census 2020 response rate was 58% which could impact funding. She did speak with Bill Polle and he said not to expect an increase due to possible loss of federal funds with low Census 2020 response/participation. The EFT rolling reserve will pay off bills and the legislature is unsure of projections for FY2022 and beyond due to COVID-19 impacts. Ron reminded the Council to expect a 3-5% increase in vendor costs which is typical. The suggestion was to request level funding.
    - ii. **Motion:** Holly Flores made a motion to file a FY2022 budget request of \$3,431,603.00, a 1% increase from FY2021. All approved; motion carried.
  - c. **Explore Procedure with Vendors & Flat Pricing for FY2021 (Ron Leonard):** Ron stated this was a moot point for FY2021. Ron is asking the procedure for when vendors do not agree to flat pricing. Nancy said a policy is not needed, the selection and licensing and database review committees would work together to make choices. Ron said in January the process begins with reaching out to vendors, selection and licensing committee meets and begins the plan for following the budget and bringing before Council. Nancy outlined that at the March meeting we typically look at database options and budget to make decisions as a Council with recommendations from the selection and licensing committee. Renee suggested the possibility of guidelines as the Council begins navigating possible reductions in future budgets. Ron agrees, he is asking for guidelines rather than policy. Agrees the selection and licensing committee would look at statistics, usage, cost, analysis of products, analysis of cross provision of current databases. Then the selection and licensing committee would send preliminary guidelines for reviewing by the Council.
  - d. **Overview of Communication with OVID (Bill Paine):** Oxford Scholarship Online has changed the URLs used on their side; no changes were made to the AVL URLs. AVL is currently inaccessible as of July 14, 2020. Bill has contacted Oxford Service Desk with no response. Technical support for OVID for including the Visible Body resource onto the AVL using the current AVL methods of access (using password embedded URL) is in progress.
  - e. **OVID Companion App (Bill Paine):** Bill reported he had no idea how AVL wanted to proceed with the OVID Visible Body companion app. He suggested AVL could put this link in an authentication link to the mobile app in order to authenticate the user first then will direct them to download the mobile app to their device. This would provide access for 60 days and then require the user to go back through the authentication process. Bill will place this information on the AVL website. The next steps are to schedule training and access training materials. Bill suggested a phased approach to promoting the mobile app to users.
  - f. **Development of a New Network (Nancy Pack):** Nancy briefed the Council on the development of a new network led by Alabama Power, universities, and CSpire. These efforts are being led by Senator Del Marsh. Alabama Supercomputer is aware of the development of this new network.
6. **Committee Reports:** The following reports were submitted to the Council:



- a. **Budget:** Report provided during the FY2021 Budget proposal discussion. Nothing more to add in the report.
- b. **Database Review:** No report.
- c. **Selection & Licensing:**
- d. **By-Laws:** No report.
- e. **Legislative:** No report.
- f. **OER Commons:** No report.
- g. **Publicity:** The Request for Proposal (RFP) was released publicly and is available for companies to submit proposals.
- h. **Training:** Susan Zana, Training Committee chair was absent, but asked Cristin Dillard to provide a brief update as follows: Train the trainer module and a process to identify trainers is being developed by the committee.
- i. **Nominating:** No report.
- j. **Strategic Plan:** Holly Flores and Brad Fricks have worked on revising the strategic plan that was created at our retreat last September. We took the approach that the AVL has a mission and goals that we want to achieve. The goals that we created last September were, for the most part, goals related to standard operating procedures. Then, we listed many details about how to accomplish those goals. In order to be “strategic” about achieving our goals, we distilled those smaller objectives into strategic goals that we felt were immediate priorities for the AVL.

We created two documents. The first contains the vision, values, mission, and goals of the AVL. The second is the strategic plan. The strategic plan is a simple listing of the top eight priorities that we thought the AVL needed to accomplish in the next couple of years.

Our plan is to send these two documents (along with the original strategic plan) out to the Council for comment after today’s meeting. We would like for the Council members to read the documents and make comments on the documents. Next, we will take all comments and incorporate them into the strategic plan to the extent possible. Then, we will present the revised strategic plan to the Council for a vote at the September meeting.

7. **Announcements:** Sybil Bullock would like to partner with AVL to develop a project to analyze the AVL report of statistics and usage.
8. **Adjournment**
  - a. **Motion:** Cristin Dillard made a motion to adjourn the Council meeting. Brad Fricks seconded the motion. Motion carried. Meeting was adjourned at 11:40 AM.