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**Alabama Virtual Library Council
Meeting Minutes
November 18, 2020
10:30 AM**

The November 18, 2020 meeting of the Alabama Virtual Library Council was called to order virtually at 10:30 AM by Chair, Cristin Dillard.

Minutes were prepared by Amy Henderson, Secretary.

Members in Attendance

Phill Johnson (ACHE)
Ron Leonard (ACHE)
Cristin Dillard (ALSDE)
Renee Marty (ACCS)
Brad Fricks (ACCS)
Tracie Klepac (ASA)
Bill Paine (ASA)

Holly Flores (APLS)
A.P. Hoffman (ACCS)
Tyler Carr (ASA)
Amy E. Henderson (APLS)
Annie Payton (ACHE)
Debbie Turner (ALSDE)
Nancy Pack (APLS)

Approval of September 16, 2020 Minutes: A motion was made to approve the minutes from the September 16 meeting. Brad Fricks seconded the motion. A roll call vote unanimously passed the motion.

Financial Report: Ron Leonard provided the Council with the revised FY2021 budget. He pointed out that there are some line items that are still in the budget but the funds were not actually used. For example, Part-Time Publicist, Training Platform and Training Stipend, which total \$76,800.⁰⁰. If those items remain in the budget, the available total becomes \$348,823.⁰⁰, which is a healthy balance for additional e-resources.

Unfinished Business: Bill Paine confirmed that the Human Anatomy Atlas mobile app is now on AVL's website. When the user clicks on the link, he is taken to a form that Ovid created where they enter in an email address. Ovid will send them a token to download the mobile app. Amy Henderson asked if Ovid ever responded back to a question posed earlier about user stats when using the mobile app. Bill Paine has not received a response yet, but he will follow up to find out if the user stats will be available to the AVL. Renee Marty asked if anyone else has had problems accessing Human Anatomy Atlas from computers in their libraries. No one else has had problems; Renee will investigate why her library is having problems; she thinks it is a security issue. Amy Henderson asked if the Council wanted the Publicity Committee to move forward with a press release, or if we wanted to wait until all questions were answered before advertising. There were two main questions we were waiting to be answered before releasing a press release. The first is whether a mobile app would be available to users, and the second is whether user stats for mobile app use would be available from Ovid. Ron Leonard wanted to

move full-steam ahead, as this resource will be important during the pandemic, not only for educators, but also for physicians and telehealth. The sooner we can get the word out, the better. Cristin Dillard asked if Amy Henderson would feel comfortable making a recommendation from the Publicity Committee to move forward in releasing information to the press, and Amy Henderson agreed. Ron Leonard asked if we would like to schedule training with Diane at Ovid. Cristin Dillard said she absolutely would, but she would like to wait until Susan Zana can join, as she will rejoin the Training Committee. Bill Paine added that there are technical requirements for a device to meet to be compatible with the resource. He has added a link on the AVL website that lists those requirements.

NEW BUSINESS

Cristin Dillard presented the AVL Committee Sign-Up Sheet for sign-up. She noted that Committee Chairs need to be Council members, but non-council members may be utilized for other positions on the committees.

Submitting Agenda Items. Please submit agenda items via the agenda form for upcoming meetings so Cristin Dillard can quickly and easily assemble an agenda to share with the Council. Cristin will send out a link to the form so everyone will have it.

Usage Statistics: Bill Paine reported that stats are a little lower than they were this time last year, but not much. Usage has been pretty good overall. Ron Leonard asks which vendors are not broken down by institution. Bill Paine responded that McGraw Hill gives an overall number for the month; Pronunciator breaks it down as to how many items are accessed; OER gives an activity detail report; Visible Body gives an overall number for the month as well.

Cristin Dillard brings up the big discussion of publicity. We have reviewed the RFPs; we have scored them. The proposals that had come in response to our RFP were clearly far beyond our budget. We have also looked at the idea of creating a hired position. Nancy Pack explained that one of the five agencies would have to hire and supervise an individual for a hired position, which means that this agency would likely have to give up a position in order to do this. Insurance, benefits, etc. runs up the cost of hiring an individual. We could possibly scale down our RFP and focused on exactly what is needed. An intern is a possibility as well. Cristin brings up that APLS and ALSDE are merit agencies, so they have rules and regulations that must be observed. One of the other agencies could potentially create an MOA, similar to how the ASA is involved. If we were to look at an intern, we could potentially use multiple interns to work together to handle different aspects. For example, trainings could be created by one, and social media publications could be managed by another. Nancy Pack suggested that we could potentially use someone who is hired by the executive board of the AVL, similar to how Alabama Library Association's Executive Director functions. Cristin Dillard suggests talking to Sybil Bullock, as well, who works with UA's SLIS interns. Renee Marty would like for Cristin to ask Sybil Bullock to give guidance on how we can see long-term results, as interns often serve for short periods. Ron Leonard shared his agreement with this sentiment. Ron and Cristin also reiterated that although SLIS has potential as a valuable source for interns, we should not limit ourselves to only approaching SLIS. Phill Johnson said that he reached out to a friend who is involved with the Public Relations Council of Alabama, and she indicated that it would be easy to find someone who is retired or up-and-coming who may be interested in helping the AVL in this way. Renee Marty wants us to focus on graphics. Many of the RFPs were heavy in graphic design and videography. Amy Henderson agreed that many of the RFPs were very impressive in this regard, and, of course, their price tag reflected this. Nancy Pack also suggested to contact Jay Lamar, who ran the Bicentennial Committee on interns and volunteers for three years. Cristin requested that anyone that has any other suggestions to contact, please let her know. We will revisit this topic at the next meeting or in between meetings. If information comes before the January meeting and we would like to make a decision, we can always call a special meeting to discuss and decide.

COMMITTEE REPORTS

Reminder: Please send committee reports to Amy Henderson or place them in the Google Drive folder.

- **Finance Committee** – Holly Flores – Nothing additional.
- **Database Review** – Brad Fricks – No report.
- **Selection and Licensing** – Ron Leonard commented that the Visible Body license is quite an undertaking. It was a good learning experience because we don't have too many third-party products like this. We learned a lot about licensing and now have a future template for licensing, so it all turned out good. A.P. Hoffman said that he appreciated Ron's work on this; he showed some great bargaining skills.
 - Speaking of bargaining skills, Ron asked if maybe we should go back to some of those businesses that submitted an RFP and offer them half and see where they'll lead us. Cristin responded that with an RFP there is an opportunity for a best offer, and that might should be explored when it comes to the graphic design components. We could potentially contract for specific projects.
- **Bylaws** – Nancy Pack – Nothing new, but there have been some questions about what is in the bylaws. The bylaws are pretty straight about what they are and what they do and what the Council can do. Phill had asked (previously) if there was anything in the bylaws about allowing schools to put our information directly there without getting stats. What needs to be done is to go back and look through all of the minutes and see what was passed as policy and procedure and get those together in a book that have been passed in previous Councils since 1990. Nancy volunteered to do this, but is unclear where we can get copies of the minutes going back that far. Cristin has some minutes that Renee had given to her, but she is unsure of how far back they go. There are also minutes in the archives on the website, but they go back to 2010. Bill said that he has come across a box of old Council minutes. He will go through them to see how far back they go. Bill also said that he has had more proxy requests this week. The Council decided last meeting that we would not give out our vendor-provided URLs for our resources to anyone who wants them, but Auburn University and Jacksonville State University contacted me this week about this. Ron suggested that we have a statement on the website with more detailed information. Nancy said that we might need to assign this idea of policy and procedure regarding proxy use to a committee and have them present recommendations to the Council. Bill commented that there is another side to this conversation, as well. The vendors own the intellectual property being accessed by these URLs. It's important to note that twenty years ago, authentication wasn't the same as it is today. Vendors are becoming more aware that they need to protect their intellectual properties. Cristin looked at the minutes from September's meeting, and when the Council passed the motion to disallow proxy access, the discussion afterwards assigned Phill and Bill to draft a statement about this to be posted on the website. She asked about the status of the statement. Bill said that there is a statement on the website, but it probably needs to be beefed up. The current statement says that the Council voted on this issue in the September meeting and decided that the best way to access AVL resources is through the AVL website. The statement is on the home page under Announcements in the middle of the page. Cristin suggested to also put it under Terms of Use.
- **Legislative Committee** – Phill Johnson – To reiterate what we have talked about in the past, it's going to be a very different legislative season. While we will continue to ask for increased funding, it is definitely going to be a hard sell this year. Without face-to-face meetings, our stories may not be as impactful, and we don't know how many of them will zoom with us. It certainly won't hurt to try. Now is the time to begin working on flyers with AVL information so

that the legislators have those. Ron commented that we might need to hold off on purchasing anything else until after the legislative session.

- **OER Commons** – We are ready to compile our list of two- and four-year institutions who are participating. We asked the librarians of those institutions to provide any repository information. We also want to call attention to institutions who post content, both to congratulate the institution and call attention to OER.
- **Publicity Committee** – Nothing additional to add.
- **Training Committee** – No report.
- **Nominating** – No report.
- **Strategic Plan** – No report.
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Announcements? Nancy commented that Cristin conducted a good, smooth meeting.

Ron Leonard motioned to adjourn. Phill seconded the motion. The motion was carried and the November 18, 2020 AVL Council meeting was adjourned at 11:46 AM CST.