



**Alabama Virtual Library**  
*Connecting you to a world of knowledge*

**Alabama Virtual Library Council  
Meeting Minutes  
September 22, 2021  
10:30 AM**

The September 22, 2021 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)	Amy E. Henderson (APLS)
Ron Leonard (ACHE)	Annie Payton (ACHE)
Cristin Dillard (ALSDE)	Susan Zana (ALSDE)
Renee Marty (ACCS)	Nancy Pack (APLS)
Brad Fricks (ACCS)	Cary Hill (ASA)
Bill Paine (ASA)	Tyler Carr (ASA)
A.P. Hoffman (ACCS)	Eric Dorr (ASA)

**Approval of July 21, 2021 Minutes:** Brad Fricks motioned to approve the minutes from the meeting. Renee Marty seconded the motion. A roll call vote unanimously passed the motion.

**Financial Report:** Ron Leonard stated that everyone should have received a copy of budget for the current year as well as the upcoming year. We carried over a tiny amount: \$667. If you deduct all of the expenses, we had \$141,359 to start the new year. Cristin added that we will be allowed to roll over that small amount of money into next year; we were not aware of this possibility until late in this current fiscal year.

**Unfinished Business:** There was no unfinished business.

**NEW BUSINESS**

**Usage Statistics:** Bill Paine stated that the usage is definitely up when looking at the Usage Comparison Report. This compares the usage in 2019 and 2020. August's usage was lower for some reason, but outside of that, usage is significantly higher than usage within the last two years.

**FY22 Budget:** Ron directed the Council to look at the Invoice Paid Date column for an update. We have gotten the Sole Service letter and the quote from Ovid for Visible Body. Also, we are finished with Gale Legal Forms. Everything appears to be in tip-top shape. Ron added that he appreciated the work that Jennifer Holman has done to help the Council. Nancy Pack said that these lines have a P.O. requested; they should be paid in the first quarter. Cristin also thanked Jennifer for her help, especially as she has

made the seamless switch to the new system that the state is using. Cristin also thanked Ron for his work to keep us up-to-date with the budget. She said that we have a healthy budget with a healthy balance; we may be able to take advantage of other opportunities to make AVL better. Ron suggested that we should keep the FY23 budget in mind; it is due on November 1. If we want anything other than the standard 5% increase, now would be the time to discuss that. For example, if the Council wanted to buy Product X, we could ask for 5% plus the cost of Product X. Outside of that, I'm sure Jennifer will forward our across-the-board 5% increase. Nancy replied that we would need to vote any requests through the AVL Council. Cristin added that the Council has already voted on this in July. She referenced the minutes to confirm that the Council unanimously approved a 5% increase request (\$3,567,508.00). Nancy requested a justification, and Ron replied that the potential annual vendor price increases would be the justification for an increase request.

**AVL Council Timeline** – Nancy led the development of this timeline so that we could have a logistical understanding of when we need to do things, specifically when we needed to make requests. When ALSDE was our fiscal agent, we could not figure out why our budget requests were not being honored or maybe were not being requested from us. We switched fiscal agents to APLS, and Nancy and Jennifer created a timeline for the Council. This will help us meet goals and make plans. We don't need to vote on it; it's nothing official; it's a reference document to keep ourselves and our committees on track.

## COMMITTEE REPORTS

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

- **Finance Committee** – Ron Leonard – Oxford has asked us to sign a new license, which is odd because we just signed a new one last year. Ron will confer with A.P. and Phill to determine the best course of action with Oxford. Other than that, nothing to report.
- **Database Review** – Brad Fricks – No report.
- **Selection and Licensing** – A.P. Hoffman – No report
- **Bylaws** – Nancy Pack – No report.
- **Legislative Committee** – Phill Johnson – We have been unable to go into the Capitol Building, so we really lost the impact of those face-to-face meetings that we have been fortunate to have in the past. The good news is that COVID restrictions have been lifted for the 2021 special session, so we are hopeful that the same thing will happen for the upcoming regular session. Multiple people have passed on or moved to new positions, so we have a lot of new members in the legislature this time around. Obviously, the goal of this committee is to familiarize them with the AVL. APLS really helps us a lot with that task. We will push the value and impact of AVL in an information campaign. Danny Garrett has been appointed the Chair of the House Ways and Means Budget Committee. He will be one that we will have on our list to discuss the AVL. Nancy commented that she has a meeting with Representative Garrett tomorrow morning at 9:30; she will be mentioning AVL. She plans to take the chart that Bill made and show him how much usage the AVL is getting.
- **OER Commons** – Phill Johnson – The Committee last met on August 4<sup>th</sup>. The information that we obtained from the administrators at the two- and four-year institutions has been compiled. We were asking them what their current OER Commons projects were, who the key people are, and other OER Commons information, including whether any of them have current OER repositories. The other thing we discussed is plans to host webinars, and Renee suggested that the first webinar includes a walk-through of the OER Commons.

Renee added that she has been working to load Skills Commons under the Collections of our OER hub. She wanted to add a one-stop place for technical instructors to land to find information. It could potentially also be of use to 9-12 technical instructors.

- **Publicity Committee** – Cristin Dillard – Most of the conferences over this past year have been virtual or a hybrid format. As such, there has not been as much of a request for publicity materials that would appear at conferences, as we typically would. We have been having an increased request for mouse pads. We might need to look at replenishing some of our items. I think our last big purchase of materials was in 2019 (or maybe 2020). We have a healthy inventory of posters. We also have pens.
- **Training Committee** – Susan Zana – No real report. She has been working on providing trainings.

## **ANNOUNCEMENTS**

No announcements.

Cristin used this time as an opportunity to thank everyone on the Council for making this past year as bearable as it could be in a crazy pandemic world where we were just trying to create opportunities for residents and students in the state of Alabama to have access to high-quality information and resources through the AVL. I have enjoyed serving as Chair. Amy has a great opportunity to continue what we have all strived to do and that is create an equitable access to these amazing resources. This has been an opportunity for AVL to shine, as we have all shifted in many ways to a remote access where we have traditionally enjoyed face-to-face, including being in a library, being in a classroom, and in a reference situation. The resources that we have provided this year have been truly amazing.

## **ADJOURNMENT**

Nancy motioned to adjourn. Susan Zana seconded the motion. The motion was carried and the September 22, 2021 AVL Council meeting was adjourned at 11:14 AM CST.