

**Midwest Collaborative for Library Services  
Interim Board Meeting  
MCLS Indianapolis Office, Room 111  
May 26, 2010  
Minutes**

**I. Call to Order at 10:08 a.m.**

- A. Roll Call & Accountability of Meeting Preparation  
Present: McGriff (Chair), Currie, Day, Harshbarger, Liu, Lunsford, Martin, Mullins, Christensen, Grudzien, Haka, Hooks, Lincoln, Robertson, Dykhuis  
Absent: Laxminarayan  
Staff: Dukelow
- B. Approval of the Agenda. Annual meeting and board retreat plans have been added to the agenda. Motion to approve the Agenda by Martin, seconded by Liu. Motion passed.
- C. Approval of Minutes of March 30, 2010 meeting. Correction of typo in Martin's name in I.C. Motion to approve the Minutes by Haka, seconded by Lunsford. Motion passed.

**II. MCLS Environment**

- A. Report from Bev Martin, Stephen Day, & Kelly Currie about public libraries in Indiana. Next meeting, the board will hear from McGriff and Lincoln on the state of school libraries in Indiana and Michigan.

**III. Executive Director**

- A. Executive Director report. In addition to his written report, Dykhuis reported that MCLS has offered office rental space to PALNI after they hire their executive director this summer but the PALNI EC has not made a decision yet. The revised OCLC records policy has been presented and is under review. MCLS is assisting SCION libraries to migrate to other systems by June 2011. The University of Michigan-AA has indicated an interest in joining MeLCat, and Dykhuis met with them to discuss their participation. Dykhuis is talking with consortia leaders in Illinois and Wisconsin about the possibility of linking the delivery systems in the three states.
- B. Operations Review. Dykhuis reported that OCLC billing, group licensing, PALNI system, Evergreen system, and training are the services that will continue and will be the foundation up on which MCLS builds its services.

**IV. Budget**

- A. Budget review for the remainder of FY2010 (which ends on June 30, 2010). Dykhuis expects that MCLS will end the year with positive net revenue.
- B. FY2011 Budget Review. Dykhuis reviewed the line items of the 2011 Budget Overview. Motion to approve the FY2011 Budget by Martin, seconded by Currie. Motion passed.
- C. Membership fee for FY2011. Grudzien reported on the proposed membership fee structure. Motion to approve the new membership fee structure, as revised to add

Category 4, by Day, seconded by Mullins. Motion approved. The new membership fee structure will have four categories:

- Category 1 (4-yr academic and large publics) - \$250 annual membership dues
- Category 2 (2-yr academic and medical) - \$175 annual membership dues
- Category 3 (medium/small publics, K12, special) - \$125 annual membership dues
- Category 4 (cooperatives and other consortia) - \$125 annual membership dues.

Large public libraries were defined as those serving 40,000 and above. Category 4 is for cooperatives and consortia joining as individual organizations and would not extend MCLS membership or services to their member libraries.

- D. Marketing/PR plan. Dykhuis reported that he is working with Judy Michaelson on a marketing plan. She has completed phone calls to academic libraries and will use the information that she gathered in developing a draft plan.

## **V. Board Seats**

- A. Election timeline & process. The new board will be elected this fall. A call for nominations will be sent in August; the slate will be compiled in September; and the election held in October, with the new board taking office in January 2011. The Nominating Committee will propose processes and procedures at the August board meeting.

## **VI. Board Operation**

- A. By-laws committee report & recommendations. Liu reported that new Bylaws will need to be approved by the membership prior to January 2011 when they become effective. This can be done via a conference call (with in-person attendance at the two offices as well). Liu reviewed the suggested changes to the Bylaws as proposed by the committee. Revisions were added to election, meeting, and insurance provisions. Motion to accept the Bylaws changes for submission to the membership for approval at a fall conference call meeting, with revisions, by the committee, seconded by Day. Motion approved.
- B. Annual meeting – Given the timeframe, the Board decided not to hold an annual meeting in 2010, but we will plan an annual meeting for late September or early October in 2011.
- C. Board retreat plans. Dykhuis reported on the plans for the board retreat, November 18-19, at Das Essen Haus in Middlebury, Indiana. Thursday will be 9am-5pm, with dinner in Middlebury, and Friday will be 9am-12noon, with lunch. The board retreat will focus on long-range planning. After discussion, it was agreed to ask Marnie Maxwell to facilitate the meeting.

## **VII. Adjournment**

Meeting adjourned at 2:24 p.m.