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MiLE Board Meeting
Fred C. Fischer Library, Belleville   June 15, 2004 1:30 PM- 3:30 PM

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Call to Order: 1:45 PM Tammy Turgeon, Chair

Present: Tammy Turgeon; Dee Callaway; Kathy Irwin; Scott Muir; Mary Jo Suchy; Eileen Palmer; Jerry Bosler; Josie B. Parker

Agenda approved: DC motioned/KI seconded. Approved

Approval of the minutes: DC motioned/ KI seconded. Approved.

Committee Charges: MJS motioned.   SM Seconded. Approved.

Committee Reports
   a. **Resource Sharing**: Two motions were brought forth from the committee by committee member SM.
      a. Motion to use Dynix credit from implementation to cover costs of conversions for TLN ($2,400.00) and Wayne State ($5,000.00). Proposed by SM/ JBP seconded. Approved.
      b. Motion that MiLE would discontinue contracting with TLN and SLC for delivery. MiLE will reimburse MiLE non-public libraries for two days of MEL statewide delivery effective October 1, 2004. Proposed by SM/seconded by JBP. JBP asked how this works with the TLN delivery system plan. EP explained how this would work as currently being planned. There was general discussion about the MiLE budget and how the reimbursements will be handled.
      We need to work out the procedures for switching over so that members are aware of how to submit invoices and any new procedures for preparing material for delivery. Approved.
   b. **Professional Development**: MJS. Committee met twice to discuss the charge and are looking at: communication, mentoring, identifying automation Psystems, training materials, new staff members id, URSA updates, annual training day. Discussed developing a Serials Union List for members in preparation for MelCat. No action items brought forward.
   c. **Technology**: SM developed a spreadsheet of all members and catalogs. End user questions are collected and answered by SM.
   d. **Digitization**: TT chairs and reported on the development of the charge. Developing a list of all the digitization projects in MiLE. Talked about including the digitization projects in the federated searching capability of MelCat to enhance access. DC reported that some digitization projects are in catalogs and those would be in MELCat. DC also mentioned that a grant proposal to IMLS would provide students projects to work on digitization projects. EP reported that there is discussion of using the Sirsi Rooms product to develop resources for member libraries. The Rooms product is not dependent on the Unicorn system.

e. **Virtual Reference**: JBP chairs and reported on the charge and survey. Committee met at Ann Arbor District Library for a tour of AADL's VR service and to develop a charge. A charge and survey were drafted.
    a. Survey: Need to define virtual reference. Add a sentence at the top of the survey. For our purposes email reference is not VR. Committee sends the survey to the Board for distribution. Deadline for response is Mid August in preparation for the September Board meeting.
f. **Promotion**: DC reported that the committee did not meet. There is a need to get more people who are interested in serving.

MeLCat: KI reported that it is hoped that a final policies document will be submitted by the end of June to the State Librarian. Once approved it will be available on the website. The contract is signed and InMich libraries are preparing to come live on MELCat. There will be a cessation of the InMich catalog before the MELCat catalog goes live.

Budget Report: EP reported on the budget as provided to the Board. Motion to receive and file was made by JBP. SM seconded. Approved.

Schedule next meeting: September 14, 2004 1:30-3:30 at the AADL Downtown

Adjourned at 3:00 PM

To MiLE Board from Josie Parker, Chairperson of VR committee

Below is the draft charge of the VR committee. Some of you had received it and others
had not at the June board mtg. We did not get the survey posted as planned in August, but
will do so in September.

It is an interesting footnote that a consortial approach to VR has been adopted by
Michigan community colleges and has just been launched.

Draft Charge for VR Committee for MiLE Board Review

The draft charge for the VR committee is as follows:
" The Virtual Reference committee of MiLE is to determine the
viability of a virtual reference service for MiLE participating
libraries."

o Next Steps: The committee decided to do an online member
  survey to determine the interest in and current use of virtual
  reference. AADL staff will send out the survey and collate
  responses. The following questions were drafted and revised
  by the MiLE Board at its June meeting:

1. Do you currently have virtual reference* service in your library?
2. If yes, what vendor are you using? How long have you offered the service?
3. If not, are you interested?
4. Have you decided against offering virtual reference?
   Was this an emphatic non-reversible decision? If not, would you be interested in a
   discussion of a consortial approach to this service?

Virtual Reference for the purposes of this survey does not include email reference.