

Midwest Collaborative for Library Services
Board Meeting Minutes
Online
February 22, 2021 (10:00 a.m. – 3:45 pm)

I. Call to Order – call to order at 10:02 am

A. Roll Call & Accountability of Meeting Preparation

Present: Bélanger, Boston, Brock, E. Davis, Frank-Wilson, Gallagher, Garrison, Pohjola Andrade, Riley, Scheuher, Shorey, R. Smith, T. Smith, Speer, Waterman, Weismantel

Absent: Lunsford

Guests: Bradley, S. Davis, Ladiski, Macklin, Osterman

B. Approval of the Agenda – Motion to approve Agenda made by Scheuher. Seconded by Bélanger. Motion approved.

C. Operational Consent Agenda – Motion to approve Operational Consent Agenda made by Weismantel. Seconded by Riley. Motion approved.

1. Report for Policy 2.5 – Financial Condition and Activities (November, 2020; *Internal*)
2. Report for Policy 2.7 – Ends Focus of Contracts (*Internal*)
3. Report for Policy 2.10 – Facilities/Landlord (*Internal*)

D. Board Consent Agenda – Motion to approve Board Consent Agenda made by Waterman. Seconded by T. Smith. Motion approved.

1. Review of Policy 3.2 – Board Job Description (*Direct Inspection*)
2. Review of Policy 3.3 – Board Member Code of Conduct (*Direct Inspection*)
3. Review of Policy 3.6 – President’s Role (*Direct Inspection*)
4. Review of Policy 3.7 – Vice-President’s Role (*Direct Inspection*)
5. Review of Policy 3.8 – Secretary’s Role (*Direct Inspection*)
6. Review of Policy 3.9 – Treasurer’s Role (*Direct Inspection*)
7. Review of Policy 4.5 – Executive Director Compensation and Benefits (*Direct Inspection*)
8. Power of Attorney for MathSciNet for Nazarbayev University (e-vote completed 1/26/21, need motion/vote information recorded in minutes)
9. Approval of Minutes of November 12-13, 2020 meeting

II. Executive Director & Operations

A. Executive Director report

Garrison reported on highlights of his written report, and asked Board members to send him any thoughts regarding future topics for his monthly “Notes from the Executive Director” MCLS newsletter article (which can be in writing, video, or other formats). He also asked whether Board members are finding new optional monthly meetings helpful, and some members reported feeling more informed (including about what is going on in others’ libraries), and happy to have additional time to get to know other Board members.

The ECT staff have continued monthly virtual dialogues, and have encouraged Libraries Engage Appreciatively for Positive Change (LEAP)

cohort members who participate to identify themselves. They are also receiving many requests for strategic planning (especially in Indiana), and have proposals out for consideration.

Group Purchasing is adding more public library resources, and staff have also talked with some Kentucky academic libraries about how MCLS could serve them (some asked about the possibility of MCLS membership, and Garrison explained how membership is defined in MCLS's bylaws). The current Cambridge University Press Read and Publish agreement is going well. If MCLS joins the Open Education Network (OEN) as a consortial member, MCLS members could join OEN at a lower rate as "Allied" members, or not join and still have access to some OEN offerings through MCLS. Subscriptions continue to fluctuate due to library budgets.

MCLS is using Indiana grant funds to provide scholarships for to up to 21 Indiana library staff to participate in the Wellbeing Lab's Certificate in Creating Wellbeing program. The application will be out in February, participants selected in March, and the program starts in April. MCLS is also using some Indiana grant funds to provide group registrations for two ACRL Off-RoadShows (on OER and scholarly communication) for Indiana academic librarians. Garrison has also continued talking with a group of Indiana academic and school librarians about how to build collaboration between the two groups.

In other news, good work continues on building the Michigan Digital Preservation Network. Project ReShare has gained more members (and MCLS staff and others are in discussion with more potential members including public libraries), and GVSU will perform some accessibility assessment on the software. A new RIDES courier contract and the Subaru sale are both in process. TALK continues moving forward, and its leaders want to add more libraries. Receivables are back down to a more reasonable level than in fall 2020, memberships continue to be paid, the PPP loan was officially forgiven, and revenue is up overall so far for the year.

III. Board Operation

A. Audit Committee appointments

Gallagher explained the Audit Committee's role (as described in Board Policy Manual section 3.11) and expressed a desire to have committee members from both Indiana and Michigan. Weismantel chairs the committee as Board Treasurer. T. Smith and Scheuher volunteered to continue serving.

B. Nominating Committee appointments

Gallagher explained the Nominating Committee's role (as described in Board Policy Manual section 3.11). Frank-Wilson chairs the committee as Board Vice President. Waterman, Riley, and R. Smith volunteered to serve.

C. 2021 Board Policy Manual Monitoring appointments

Policy 2.9 and 4.0 were assigned to Boston. Policy 3.5 was assigned to Lunsford. Policy 4.3 was assigned to Shorey.

- D. Board Policy Manual monitoring report process
Gallagher explained the difference between Board member responsibilities for monitoring reports in each policy manual section. The Executive Director provides monitoring reports for sections 1 and 2 to the Board to evaluate and discuss as needed, and Board members rotate responsibility for assessing how well the Board is complying with each part of sections 3 and 4 (and prompting discussion as needed).
- E. New Microsoft Teams Board area
At Gallagher's request, Ladiski detailed how she has built the new Microsoft Teams Board channel as a location for Board documentation and a means for conducting Board meetings. Some Board members have had problems accessing the channel, and Ladiski will work with anyone having access problems.
- F. Re-adopt Board Policy Manual
Motion made by Weismantel to re-adopt the policy manual as amended with new report assignments. Seconded by Shorey. Motion approved.

IV. Ends Development

- A. Diversity, Equity, Inclusion, Justice, and Accessibility (DEIJA)
The Board discussed how they might address DEIJA. Some have recommended updating the Ends (i.e., 1.2 or 1.3) to include a stated commitment to DEIJA principles. Gallagher proposed establishing a task force to create language to bring to a future Board meeting. Another question is whether to include a statement on the MCLS website. The task force's scope could also include other initiatives. Frank-Wilson volunteered to chair, and Bélanger, Boston, Shorey and Weismantel volunteered to serve. Motion to appoint task force to consider MCLS's DEIJA values implementation made by Frank-Wilson. Seconded by T. Smith. Motion approved.
- B. Ownership Linkage Plan development
Committee members provided an update. The committee's three current members had done a lot of work prior to the COVID-19 pandemic and feel overwhelmed at this point. The Board discussed the committee's role, and at E. Davis's suggestion, whether it should become a "committee of the whole" given that many are struggling and feeling overwhelmed. Staff has data from virtual dialogues that the Board could use to gather themes (the committee could participate in some synthesis work). Garrison proposed providing the Board with a report of the data. The Board discussed focusing on stating what MCLS has learned through the dialogues and pausing on listening until it is possible to meet in person again. It's OK to have different people work on different phases of Ownership Linkage and pause some work. Bélanger and Pohjola Andrade are willing to stay on the committee, with support from MCLS staff. Shorey and R. Smith also expressed interest in helping.

V. Board Education

A. Open Access Scholarship and Transformative Agreements (including final vote on outstanding Wiley Transformative Agreement proposal from 2020)

Garrison provided information regarding this proposal, including a change in the amount requested and data regarding the MCLS member institutions currently publishing through Wiley. Anne Osterman from the VIVA consortium and Alexis Macklin from Wayne State University (and co-PI on an IMLS grant regarding transformative agreements) each presented on their knowledge of and experience with open access and transformative agreements. The Board discussed how consortia can work with libraries and vendors to advance open access. Motion to approve the proposal expenditure and potential transfer of up to \$80,000 made by Gallagher. Seconded by Weismantel. Motion approved (by a vote of 12-2).

VI. Board Self-Assessment 3:30 – 3:45 p.m.

Board members' comments regarding the meeting included: thanks for members' continued attention working through difficult topics (including patience and guidance); appreciation for the ability to have difficult conversations; the meeting's humanizing value provides comfort; appreciation for today's OA presentations and questions; we don't enjoy the current circumstances, but appreciate good conversations; all present did their best; appreciation for trying innovative things, taking risks, and being leaders; it can feel like "the more I learn and know, the less I learn and know," (feel like we are chasing our tails sometimes); we must continue to learn; appreciate the Ownership Linkage work and ability to work with staff, and there must be a better way to do that work; we're in a constant state of innovation; would like to figure out how to reach out to/update my constituent group; interesting discussion about possible competition; appreciate collaboration with other library types; like the idea of supporting underrepresented groups; nice to see new people; hang in there! (through COVID...); love Microsoft Teams "Together" mode; appreciate Carver.

VII. Adjournment

Motion to adjourn made by Brock. Seconded by Waterman. Meeting adjourned at 3:43 pm.