



ALABAMA

VIRTUAL LIBRARY

Connecting You to a World of Knowledge

Meeting Minutes

March 15, 2017

10:30 a.m.

Meeting Called by: Michelle Wilson, Council Chair (ALSDE)
Type of Meeting: Regular
Secretary: Becky Goodson (ASA) - Secretary

Attendees:

Michelle Wilson (ALSDE)	Charlotte Ford (ACHE)
Michelle Wimbish (ACCS)	Gina Frady (ASA)
Rocky Milliman (ASA)	Steven Yates (ALSDE)
Bryce Thornton (APLS)	Ron Leonard (NAAL)
Melvin Davis (ACHE)	Dede Coe (ALSDE)
John-Bauer Graham (ACHE)	Becky Goodson (ASA)
Paul Blackmon (ACCS)	Rick Freemon (TPL)

Agenda Topics

II. Welcome and Introductions: Michelle Wilson/Council Chair

Introductions: Handed out materials and the Council introduced themselves to new members.

III. Review of Minutes

A. November 16, 2016

B. Corrections: No

C. John-Bauer Graham made a motion to accept the minutes and Dede Coe seconded the motion and the minutes were approved.

A. January 18, 2017

B. Corrections: No

C. Michelle Wimbish made a motion to accept the minutes and John-Bauer Graham seconded the motion and the minutes were approved.

III. Treasurer's Report

Budget update – Melvin Davis

- A. Melvin Davis presented FY18 projected (3%) Budget increase and stated we will still have \$65,000 from this year in next year's budget.
- B. Dede Coe stated Lyrasis/ProQuest now show that we have a \$3500 credit, which is the amount they have been telling us we owed. This credit has been a result of the lack of submission of a necessary sole source letter from them. Ethnic NewsWatch has been very helpful and willing to work with us on getting documents that are needed. All purchase orders for last year have been paid and are caught up. Negotiations made both in person and on paper need to be defined. Dede Coe cited that the Council goes from an informal process of negotiation to a very strict process and vendors get frustrated not knowing how to proceed. It was suggested that there is a disconnect between negotiating and working with vendors through the process to get payment paid. There could be a break in communication between sales and accounting on the vendor's side. Michelle Wilson asked Dede Coe to invite Jackie Todd to our May meeting in order to explain to the Council the process of paying vendors and what is involved. John-Bauer Graham suggested the creation of a policy and procedures manual for this topic. Nancy Pack is the Chair of the Policy and Procedures Committee and we should ask her about the progress thus far with the P&P Manual.

Dede asked how many promotional items could sent when requested and/or if there was a limit. Michelle Wilson responded that we should give people what they ask for but to use discretion.

Note: The Council needs to ask Ron to CC every Budget Committee member.

IV. Unfinished Business

- A. Rick Freemon stated that there was no pressure to move the stock of promotional items. Michelle Wimbish reported on promotional item listing which consists of earbuds, USB ports, bookmarks, mouse pads and her plan to order bags.
- B. Representatives are still needed to man the AVL Council booth at the ALLA Conference.
- C. Michelle Wilson asked for suggestions for the upcoming Bicentennial kick-off on May 5th in Mobile for activities for AVL to participate in the celebration. Michelle Wilson spoke to both Jay Lamar and Susan DuBose regarding this event. Eric Dorr supports AVL's website and if the Council is interested, we could request a bicentennial link be placed on our website. Rick Freemon talked about tags and finding content for this purpose. Ron Leonard stated that Jay Lamar would be coming to discuss the bicentennial. Michelle Wilson suggested the Council do a video contest again this year. Suggestions for prizes are as follows:
 - 1. GoPro camera
 - 2. \$100 iTunes Card
 - 3. Fitbit
 - 4. Chrome book
 - 5. iPad Mini
 - 6. Makerspace stuff - Makey Makey's

7. Beats headphones
8. Raspberry Pi
9. Little Bits
10. Sphero
11. Hummingbird (works w/Raspberry Pi)
12. VR Goggles

Plan - "The Year of the Place" using AVL resources, make a promotional video about your town (specific questions - what is special about their town) (2018-People, 2019-Story Promotional info on the AVL website ("Coming Soon") Timeline - August 2017 - October 2017, winner announced in late October Divisions are Elementary, Middle High, Adult. AVL Video Contest - John, Michelle, Ron, and Nancy will volunteer someone.

Themes for the Bicentennial by year are: 2017 Year of the Places, 2018 Year of the People, and 2019 Year of the Stories. The Council will need to determine the timeline for the contest, rules, age groups and if we will launch in May. Gina Frady will post on the AVL website the following: 2017 – Coming Soon – AVL Video Contest. Michelle Wilson and Ron Leonard will help with this project.

- D. 2018 Budget Request - Michelle Wilson stated that she had been in contact with Representative Bill Poole who asked for overall state usage and usage by school district. Pebble Go has had over 3 million searches since December 2016. Michelle Wilson also shared that she may possibly have a chance to go present to the Appropriations Committee - are others interested? Ron commented that he may be interested. Nancy Pack shared that the following are the budget requests currently at the Statehouse – SB-287 & SB-307. If your legislators go home, go visit them. If they are not on the Ways and Means Committee, please ask them to write a letter to those people as a measure of support. Get students and teachers to write letters in support of the AVL.
- E. Ron Leonard – Inquiring how much Capstone modules costs.

V. New Business

VI. Committee Updates

A. Budget - Melvin Davis

Melvin shared that the Council had made its first payment to Pebble Go. As a result of Ron and Melvin discussing the renewal of Pebble Go, they have agreed to give us two months pro-bono with a new due date of October 25, 2017, therefore there should be a surplus of \$205,000 for FY 2018.

B. Training – Gina Frady/Michelle Wilson

Announced the AVL eCourse had been launched and went live in February 2017 and there were 48 participants. Gina would soon be getting a list of the first participants to complete the eCourse so that we can get more trainers on the list. Anyone can do training all that is needed is an account. Dede will email issues to Gina relating to problems with the eCourse. After getting email addresses from Tom, ask new trainers to take a slot at ALLA Conference.

- D. Database Review – Steven Yates
Steven is reviewing six proposals but may venture into requesting quotes from a couple; process is working (Access Science - McGraw - Hill) Statista – (statistics for infographics, etc.); form is working
- E. Publicity –Michelle Wimbish
Michelle will need feedback today as she will be ordering publicity items today. Possibly consider ordering materials for trainers (buttons? I am a certified AVL trainer) Possibly a digital button to add to your signature.
- F. Nominating – Paul Blackmon
Nominations will be needed in May in order to vote by July and install in November.
- G. Website Design –
ASA MoA Examination Subcommittee (Michelle Wilson) – will meet with John Wade on May 17th at 9:30 a.m.
- H. Legislative – Michelle Wimbish
Michelle Wimbish suggested sending a letter of support to Legislators.

VII. Announcements

- ALLA - sign up
- AETC - ASA
- ACCA - November, ASA

VIII. Next Meeting

May 17, 2017
Alabama Center for Commerce
401 Adams Street, Suite 764
Montgomery, Alabama 36130

IX. Adjourned at 12:21 p.m.

Respectfully submitted by: Becky Goodson