

SDLN Executive Committee Minutes

8.8.13

10:00-12:00 PM CT

Attendance: Ethelle Bean, Nancy Sabbe, Warren Wilson, Ronelle Thompson, Elvita Landau, Patty Andersen, Sam Gingerich, Daria Bossman

Also in attendance: Nichole Golinvaux

Approval of July 12, 2013 minutes: Ethelle moved approval of minutes. Nancy seconded. Motion carried. Minutes will be posted.

Executive Director Update:

General Update - Minitex meeting September 13th; neither Warren nor Daria can attend

Training Update - Nina is at USD this week doing v21 and general ALEPH question and answer sessions.

Budget Update

FY13 YTD - Fiscal year has not been officially closed out but we don't expect to see any changes between now and then. Ongoing member fees are down \$30K and remote member fees up \$15K. Total revenue is off approximately \$45K.

Unfinished Business

Migration Update - Implementation timetable put together by Kristi Tornquist and Warren Wilson was sent to the Executive Committee; discussion regarding hiring a project manager, a position funded from the reserve fund. Sam, Nancy and Ronelle will work on clarifying the duties of a project manager and identifying an individual

Governance Issues – Sam explained the work to move SDLN from MOU to BOR. Sam, Elvita and Ethelle will work with Kristi and Dan on a new model.

ALEPH v.21 Update - Sean Crooks has been working on this; there have been issues setting up the Oracle tables. Sean has been working closely with ExLibris and is hoping to have the test database ready in about 2 weeks. The Executive Committee requested a timeline of the version upgrade to review at their September meeting in order to present to the Advisory Council.

FY15 Budget - Proposal of a 0% increase in the full and remote member fees. Digitization reimbursement has been left at the FY14 amount. UPS maintenance pays 40% of \$12,500 and BH pays 60%. Hardware maintenance will begin; original purchase price included maintenance and that is set to run out. Reduced the training budget and increased the WebEx budget slightly. Personnel increased by 3%. Travel budget remains the same. Many lines will remain the same as FY14 budget with some slight changes here and there. The net increase to reserve is projected to be approximately \$13,500.

EC Election - Elvita Landau and Ethelle Bean have been re-elected to the Executive committee for another two-year term by acclamation. There was no official election as they ran unopposed.

Reserve Account - After an account review by the BOR office due to the MOU changes it was determined that the actual amount presented previously as the Reserve Account balance was not accurate. The Reserve Account spreadsheet has been adjusted to reflect actual amounts shown in the accounting system. The adjusted FY13 ending balance is \$1,512,067.80.

Unfinished Business:

Advisory Council Agenda - A review of the meeting between Melody Schopp, Jack Warner and the Executive Committee. Implementation plan document will be shared with the Advisory Council.

Next meeting is confirmed for September 12th at 9:00-11:00 AM CT