

DALNET Executive Committee Meeting
July 23, 2007
9:00am-11:30am
Botsford Hospital
Ziegler Administration Building, Classroom C
Agenda

1. Call to order
2. Approval of Feb. 26, 2007 Minutes – S. Bowers
3. Budget 2006/2007 report – R. Harris
4. 2008/2009 Budget – R. Harris
5. Projects Committee—M. Sheble
6. Director's Report – S. Bowers
 - a. Single Database Project
 - b. Horizon 8.x
 - c. New office equipment
 - d. Strategic direction
7. Next Executive Committee Meeting – Oct. 22, 2007
Next Board meeting – Sep. 24, 2007
10. Adjournment

Attachments/Links: [Feb. 26, 2007 Minutes](#)

Next Agenda: Status of placement of 2005/2006 Budget Surplus

DALNET Executive Committee Meeting

Botsford General Hospital
Zieger Administration Building, Classroom C

July 23, 2007
9:00 am - 11:30 am

Committee members in attendance :

D. Adams, M. Auer, J. Bosler, M. Ketcham, M. Sheble, K. Tubolino

Committee members not in attendance :

N. Skowronski

Ex officio attendees: S. Bowers, R. Harris, S. Yee

1. Call to order, 9:07 am – D. Adams

2. ^{Feb. 26, 2007} Approval of ~~May 22, 2006~~ Minutes – S. Bowers
Minutes were reviewed and corrections noted. S. Bowers will make corrections and post approved minutes.

Action

K. Tubolino: Motion to approve minutes as amended.
M. Sheble: Seconded
Motion approved unanimously.

3. Budget 2006/2007 report – R. Harris

DALNET is in great shape for 2006/2007. A surplus of \$36,706 is projected as a result of savings from unused allocations for staffing and URSA. It was noted that in DALNET Reserves, the capital contributions from Concordia and Lewis College of Business had not been reflected. Concordia's capitol contribution will be paid over a 3 year period.

4. Budget 2008/2009 report – R. Harris

The inclusion of new budget line items for OCLC, Authority Control, and MeL Delivery, is countered by the savings that came out of staffing, dropping URSA, and the recruitment of new members. This balance is helping maintain the budget at an even level while keeping up with inflation. We can count on Lewis College of Business' allocation for 2008, but it is uncertain for 2009.

Actions

M. Auer – Motion that institutions which are at or above the formula allocation will not receive an increase; all others* will be subject to a 2% increase [*This includes The Henry Ford, Marygrove College, Rochester College, Wayne County Community College, and William Beaumont Hospital].

M. Sheblé – Seconded
Motion approved unanimously.

J. Bosler – Motion to take the recommended 2008/2009 budget in the totaling amount of \$518,808 to the Board.

K. Tubolino – Seconded
Motion approved unanimously.

5. Projects Committee – M. Sheblé

Projects Committee reported only have 3 institutions volunteer so far, and needs two more institutions to volunteer people to meet the minimum requirement for the committee. Suggestions for projects include : Investigating and evaluating ILS systems, their development and market, Serial Solutions/EBSCO, Web Feet, Syndetics, use of free Amazon images, and WorldCat Local.

Actions

M. Auer – Motion to recommend to Board to not institute the Projects Committee, where the Executive Committee will serve as leadership on projects and will create task forces as needed. Task force participation is open to all DALNET members. S. Bowers will be responsible for providing updates of projects to the Board.

J. Bosler – Seconded
Motion approved unanimously.

If Board approved, Project Planning will become an ongoing agenda item for the Executive Committee.

6. Director's Report – S. Bowers

a. Single Database Project

Project is moving forward. Concordia has 50,000 out of 100,000 records in the Single Database. The hospital libraries should be loaded into the database by the end of the summer. Test mechanisms for the incoming libraries are in place.

b. Horizon 8.x

(Removed from agenda as Horizon 8.x is morphing into a new product called Symphony)

c. New office equipment

The DALNET office is proposing the purchase of a Toshiba e-STUDIO281c copier in the amount of \$6,601 which would replace several outdated machines and reduce monthly maintenance costs (see Copier Purchase Proposal dated 7/23/07)

Actions

J. Bosler – Motion to approve the purchase of the proposed new copier with funds out of the operating budget.

M. Sheblé – Seconded
Motion approved unanimously.

d. Strategic direction

Refer to <http://www/dalnet.lib.mi.us/plan.html>

- 8. Next Board meeting** – September 24, 2007 at Wayne State University
Next Executive Committee meeting – October 22, 2007, meeting site TBD

9. Adjournment

Motion to adjourn – M. Auer, 11:25am

***Minutes submitted by Maria Ketcham, September 14, 2007.
Minutes approved by the DALNET Executive Committee, XX, 2006.***