From:	Michael C Piper [aj0386@wayne.edu]
Sent:	Friday, August 29, 2003 4:06 PM
To:	Jerry Bosler
Cc:	Scott P. Muir
Subject:	FW: DALNET/SLC/TLN meeting. 8/6/03. Follow-up

MiLE.Bylaws.V2.08-03.
doc

Dear Jerry,

Here is a summary of our most recent MiLE Collaboration Team meeting. This
is the group that includes A. Michael and Eileen from TLN, along with Tammy
from SLC, and Dee, Scott and me.

As you're probably aware, the MiLE Steering Committee's next meeting will
occur on 22 October. It will be a joint meeting with the new MiLE Governing
Board, which will supersede the Steering Committee after this joint session.
To prepare for this joint meeting, DALNET needs to do two things:

1) The Board needs to approve the draft Bylaws, which are attached for your
review. We'll send these to the Board after I make sure I properly
incorporated edits from the MiLE Collaboration Team meeting.

2) DALNET needs to appoint three members to the MiLE Board. I believe TLN
will likely ask one staff member to serve, along with two TLN Board members.
If we follow that model, you and David could continue as our DALNET reps,
along with a staff representative. Or we can appoint different folks or
follow a different model if we prefer.

So this is a heads up memo, to get these processes rolling in time for
action at the 29 September Board meeting. Let's pick this up in one of our
upcoming phone calls. Thank you.

Michael C. Piper, Director
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-----Original Message-----
From: Michael C Piper [mailto:aj0386@wayne.edu]
Sent: Friday, August 29, 2003 3:46 PM
To: Michael C Piper; Tammy Turgeon; A. Michael Deller; Elaine Hendriks
Cc: Eileen M. Palmer; Duryea Callaway; Scott P. Muir
Subject: RE: DALNET/SLC/TLN meeting. 8/6/03. Follow-up
Dear colleagues,

Thank you for your time on 6 August 2003. Sorry for the delay in getting
this to you. Here is my understanding of our discussion and agreements:

1) MiLE Board meeting. The MiLE Board's first meeting, a joint session with
the MiLE Steering Committee, will be from 9 AM until noon on Wednesday, 22
October 2003 in a TLN site to be determined. Before the MiLE Board meeting,
each consortium needs to review and approve the proposed Bylaws, and convene
its three-member delegation to the MiLE Board.

Agenda topics for this Board meeting include: Reviewing the MiLE Bylaws and
goals; electing officers; outlining a plan of work for the upcoming year;
approving the service level agreement and developing the budget. TLN will
present the budget, and then the Board will develop the upcoming budget via
an electronic ballot.

2) MiLE Bylaws. The attached revised draft Bylaws for the Michigan Library Exchange reflect my understanding of our proposed revisions. In reviewing them, it looked like we could benefit from an outline of responsibilities for Board officers. So I added Article IV, Section 3. Let me know if this works for you. Once we reach agreement on them, I believe each consortium needs to finalize these Bylaws through its approval process.

3) Service level agreements. Eileen agreed to work with Tammy to prepare one merged SLA outlining roles and responsibilities for each consortium participating in MiLE. What is our timetable for doing that? We're aiming for presenting this at the 22 October meeting, right?

4) Proposed committees. We offered several possibilities for MiLE Board committees, including: Resource Sharing, Marketing and Promotion; Training; Grant Seeking and Joint Projects. We will offer these for the new MiLE Board's consideration.

5) Future SLC/TLN/DALNET meetings. We agreed there is value in continuing our "MiLE Collaboration Team" meetings, to continue learning from each other. We will set a date for our next meeting during our 15 October 2003 conference call.

6) Next meeting. From 10 AM until noon on Wednesday, 15 October 2003, we'll have a conference call to complete planning for the 22 October MiLE Board meeting, and to set upcoming MiLE Collaboration Team meetings.