**Agenda Items** | **Discussions** | **Actions**
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I. **Call to Order** | 9:11 AM by Debbie Johnson-Houston |  
II. **Roll Call** | Sign-in Sheet Circulated |  
III. **Welcome** | Dr. Mitchell, Provost and Vice President for Academic Affairs and Enrollment Management Motion to take the agenda out of order if necessary. | Wendy Johnson/Abbie Landry  
IV. **Public Comments** | None |  
V. **Approval of Minutes** | Motion for approval of minutes from the March 16, 2018 spring membership meeting. | Wendy Johnson/Abbie Landry  
VI. **Introductions** | Members introduce themselves and talk about what is new at their libraries. The LLA/ACRL virtual conference on November 15th. |  
VII. **Reports**  
   a. LOUIS Updates – Teri Gallaway  
      Introduction of new staff, Mike Waugh and Emily Frank.  
      Announces retirement of Cathy Sicard at the end of the year. Teri will work with the LOUIS Executive Board to look at what is needed for her replacement. References “Breakfast with LOUIS” slides from LUC to see the various projects by LOUIS staff. (Binder, 14-22) Mentions Mike Waugh’s group of developers investigating FOLIO. (Binder, 23-25) Consortia Manager is coming and will be a portal for all information concerning LOUIS resources. References a link to a recording of the Consortia Manager pre-conference at LUC and an article in LOUIS Lagniappe. (Binder, 26-27) Updates on Affordable Learning efforts (Binder, 28-35) include a breakdown of expenditures and savings for students as well as details on the request for additional funds for faculty mini-grants for FY19. |  
   b. Reciprocal Borrowing – Tim Stamm  
      Quick overview of reciprocal borrowing within LOUIS. He is still waiting on information from 4 institutions and will publish the annual chart of reciprocal borrowing once that information is gathered. There are 2 requests for level changes. |  
   c. State Library of Louisiana – Diane Brown  
      There are no database changes at this time. Homework Louisiana is showing that use by college students makes up between a quarter and a third of users. There have been branding changes, expanded hours, and a new call-in feature. Following multiple complaints from various libraries about Statewide deliveries |
(damaged items, missed deliveries, missing items), there will soon be a new online tracking system. This will allow the State Library to gather stats and ILL staff to keep track of where items are. Instructions for ILL staff were distributed. New certifications for support staff are coming. The Louisiana Book Festival is November 10th.

d. Remote Access for Retired Faculty – Eric Johnson
Reports that a question at his institution recently came up regarding library resource access for retired emeritus faculty. Discussion occurred regarding the policies in various member libraries. It is pointed out that “Who is an authorized user?” is a question answered by our vendor agreements. Teri Gallaway references the licensing principles and says LOUIS is negotiating with vendors on our behalf with an understanding that current faculty does not include retired faculty but may include retired emeritus faculty.

VIII. Presentations

a. OCLC – Suzanne Butte and Andy Bush of OCLC
Presentation begins with overview of OCLC mission, infrastructure, service, research, and products followed by a summary of LOUIS activities in OCLC. Proposal (Binder, 36-40) includes predictable, year to year pricing with consolidated invoicing through LOUIS. The proposed agreement is for 5 years. Teri Gallaway points out that the Board of Regents will only allow an agreement for a maximum of 3 years. OCLC confirms the proposal can be updated to reflect 3 year pricing.

Concerns voiced by the membership include that pricing for OCLC already feels high and outdated, OCLC’s internal cost model forcing libraries to pay for research and development on products we don’t use, and poor customer service. OCLC references an appeal process for libraries that feel their bill is too high and confirms that LOUIS Libraries were put through the appeals process to determine pricing for this proposal. Poor customer service with EZProxy is discussed. Teri Gallaway reports that their TASK ticket stats show EZProxy issues being a significant part of LOUIS staff support despite this not being a service LOUIS provides. OCLC reports that central hosting for EZProxy is on the roadmap, but not before the next fiscal year.

OCLC will provide a new proposal for members to review at the spring meeting for a vote to add to the membership fees.

Motion to break for lunch at 11:51 AM. Meeting resumed at 1:00 PM.

Laurie Phillips/Susan Richard

b. LOUIS Budget and Dues – Darcy Waguespack and Teri Gallaway
LOUIS continues to have a carry-forward balance to protect against unexpected cuts in the future. End of year funds from the Board of Regents were made available and earmarked for OER.
and affordability initiatives. Race Track funds purchased new EBA resources. Other money earmarked for LOUIS to purchase e-textbooks. Projected dues for the next year are not available due to IPEDS data not being released yet. Once that data is released, Teri will calculate and share dues for FY20. Teri may request the numbers submitted by our institutions to IPEDS in order to generate estimated dues if the IPEDS data isn’t available by Thanksgiving.

c. OER Commons – Emily Frank
OER Commons is a microsite with curation capabilities. Roll out of content is coming in phases. Emily recognizes the institutions providing assistance with this project and notes that it is a good mix of public and private institutions, which is in line with their goals. (Binder, 41-48)

**IX. Discussions**

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<td>A preliminary assessment has been done by Jaime Barrilleaux and Lauri Blandino. (Binder, 49-82) A working group will investigate these issues further and make recommendations at the spring meeting. The ultimate goal is to keep the membership informed of the value of the core collection. Renegotiating may be a secondary goal. Issues that may be investigated include:</td>
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<td>• Timeline for assessing and making recommendations. (Fees will be approved at spring meeting. Recommendations that would impact membership dues should be made quickly.)</td>
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<td>• What price/use constitutes high, medium, or low value?</td>
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<td>• Are there highly adopted opt-ins that should be replaced by low use core collection resources?</td>
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<td>• Are there access issues at institutions with low usage on certain resources? Or simply a lack of need for that resource at that institution?</td>
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Debbie Johnson-Houston states that a call for Working Group members will go out soon.

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<th>b. Disaster Planning Working Group – Megan Lowe</th>
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<td>Megan will chair a Working Group based on the ASERL Principles of Mutual Aid (Binder, 83-84)</td>
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<th>c. Licensing Principles Review – Teri Gallaway</th>
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<td>Principles have been adopted by Executive Board and are currently being used by lawyers on Oxford and Proquest contracts. The plan is to review all contracts for Core Collection and Opt-In Resources. (Binder, 85-92)</td>
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<th>d. OpenAthens Working Group – Laurie Blandino</th>
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<td>Analysis of FootPrints cases (Binder, 93-114) show that LOUIS support of EZProxy increased after LOUIS ended EZProxy services. A Working Group to investigate OpenAthens will report</td>
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findings at the spring meeting. Brian Sherman volunteers to participate. Representatives from University of Louisiana at Lafayette, LSU, and Loyola have people that would be good fits for this Working Group. Interested parties should email Laurie Blandino.

e. Reimbursement for Travel – Teri Gallaway
   Money for reimbursement comes from LUC funds. Teri references the Travel Regulations Guidelines (Binder, 115-116) and says Darcy Waguespack will be in touch regarding reimbursement.

f. Virtual Attendance at Membership Meetings – Uma Subramanian
   Due to technical issues, this was moved to the spring meeting.

g. Annual Letter from Commissioner – Debbie Johnson-Houston
   It has been proposed that Dr. Reed send an annual letter to administration at the member institutions thanking them for continued support and participation in LOUIS. Debbie asks that members keep LOUIS up to date on who should receive that letter.

| X. Action Items | a. Strategic Planning – Teri Gallaway
Brief discussion of strategic plan (Binder, 131-158). Motion made to approve the strategic plan. Unanimously approved. | James Duggan/
Deb Poole |
| | b. Bylaws Updates – Teri Gallaway
Brief discussion about the proposed changes. It is asked what happens if an opt-in resource isn’t paid for. Teri states that the language was made intentionally flexible but gives the Executive Board the ability to restrict access to resources. It is asked if anyone has ever decided to leave LOUIS and it is confirmed that it has happened. A motion is made to accept all changes as written. (Binder, 159-172) Unanimously approved. | Tim Stamm/
Eric Benoy |
| XI. Other Business | Darcy Waguespack reminds everyone that the Board of Regents will only write checks and does not allow pre-payments. She also encourages everyone with Statewide issues to continue reporting them to Diane Brown/Kytara Gaudin. Laurie Blandino mentions upcoming Learning with LOUIS events: Grant writing (October 22) and EBA Programs (Date TBA). All Learning with LOUIS events are recorded. Brian Sherman promotes a young adult literature conference in Shreveport. He also asks if others have weeded ERIC microfiche. Clean Harbors is the company used by the University of Louisiana at Lafayette to dispose of their microfiche. Teri Gallaway mentions Cathy Sicard’s retirement and asks for a group photo to give her. John Conover asks about the possibility of a SPARC membership. The high cost is discussed by institutions that have participated. Debbie asks everyone to consider becoming a member of the LOUIS Executive Board. Elections are at the spring meeting. | |
| XII. Adjournment | Motion to adjourn at 2:20 PM. | Susan Richard/
Wendy Johnson |