Call to order
The meeting was called to order at 10:04 AM by Debbie Johnson-Houston.

Roll Call
Present: Larry Tremblay (Guest), Teri Gallaway (Ex-Officio), Tim Stamm, Darcy Waguespack (Ex-Officio), Sarah Dauterive, Debbie Johnson-Houston, Katherine Rolfes

Absent: Eric Johnson, Megan Lowe, Uma Subramanian

Public Comments:
None

Welcome from Larry Tremblay
The agenda was suspended in order to receive a welcome from Dr. Larry Tremblay. Dr. Tremblay brought greetings on behalf of Commissioner Reed. He mentions that the Board of Regents and Commissioner Reed are very in support of LOUIS. He briefly described some plans to “put more teeth” in the Affordable Learning Louisiana plan. These plans are still in the very early stages. He states that the move by LOUIS to the Board of Regents has been a great move as it has helped the Board of Regents be mindful of LOUIS when money is to be spent. It also keeps the Board of Regents familiar with what LOUIS is doing. Dr. Tremblay states that he is retiring on February 15, 2019. Debbie Johnson-Houston thanked Dr. Tremblay for his 42 years of service and wishes him well in his retirement.

Approval of Minutes from September 12, 2018
Motion: Tim Stamm
Second: Katherine Rolfes

Affordable Learning Projects
Teri Gallaway describes in greater detail the plans referenced by Dr. Tremblay. Legislation is being put together that will define terms such as “OER” and “affordable educational resources,” require things of institutions, etc. Legislation was put together by LOUIS along with the Board of Regents and is now in the hands of Senator Walsworth’s staff for them to format and edit. It is expected that the current version of the bill will change as various interested parties deal with the bill. It is a non-fiscal bill. The bill is following the lead of many other states with textbook legislation. A discussion followed regarding the role campus bookstores may play in supporting or opposing the bill.

Money was given to LOUIS by the Board of Regents for grant applications for faculty to redesign courses. 12 proposals have been received. External reviewers are ranking the grants as well as providing LOUIS feedback on the grant process, criteria, etc.
OER Commons project is moving along. Business and Communications Phase is ending. Laurie Blandino is working on training and marketing materials for liaison librarians to share with faculty.

Teri gave an update on the CDA program for books on the bookstore list. Teri mentioned there are still racetrack funds that must be spent by June 30.

**End of year funds**

Darcy provided an update on the LOUIS budget with projections based on new positions. Cathy Sicard’s position has been broken up into 1 full time position and 2 part time positions. Darcy’s analysis is assuming a start date of April 1 for all three positions. There are some remaining funds that need to be spent this year. A motion was made to use the remaining funds to continue the EBA projects with Project Muse and JSTOR for another year. Any remaining funds should go into the LOUIS legal budget.

- Motion: Tim Stamm
- Second: Katherine Rolfes

Teri gave out projected membership fees. LSP fees were estimated using the 1 year renewal provided by SirsiDynix. Discussion about the pros and cons of 1 year versus a 3 year renewal were discussed. Teri will prepare a second budget with 3 year pricing to present at the Spring Membership meeting. She will also provide multiple versions of the budget with the OCLC proposal pricing built in.

Break for lunch: 11:57 AM
Resumed at 12:52 PM

**State Archives Task Force**

A State Archives Task Force was created in last year’s legislative session. Matt Adams sits on that committee. Teri recommends input from LOUIS via Matt Adams. Teri will ask Matt to send his survey out to deans and directors so that LOUIS members can respond to/provide input.

**Core Collection Working Group**

Major recommendation will be to resume a committee that is responsible for evaluating databases in the Core Collection. Discussion ensued about who belongs on the committee. It was agreed that some Deans and Directors should participate along with some people dealing with these resources every day. If members at the spring meeting approve all or most of the recommendations, the Executive Board will need to make a motion to put the recommendations into action.

**Executive Board Nominations**

Leaving the Executive Board will be Sarah Dauterive, Megan Lowe, and Eric Johnson. Spots that need to be filled:

- Chair-Elect
- Secretary
- Member-at-Large
- Member-at-Large

Sarah will email the Deans and Directors list next week for a call for nominations. Various members of the Executive Board will reach out to people that may be interested in serving.

**Spring Membership Agenda**
Sarah Dauterive will send out a draft agenda next week.

**Other Business**

**Folio**
Mike Waugh has put together a report that he will email to the group. The group that intended to work with Folio (an open source ILS) has learned that the 4 hours a week allotted for the project would not be enough. They are now keeping up with progress by following various Special Interest Groups (SIG). The SIGs meet weekly and those participating learn what progress is being made and help steer progress in directions that interest the participants. Mike is participating in a Consortial SIG so he can learn how Folio might work for LOUIS institutions. A few sites will go live with Folio in late 2019 and some others in 2020. Mike supports the idea to renew SirsiDynix for 3 years. He references a move from Content DM to Islandora for LDL. He stated the move was aggressive and they did not anticipate how difficult the transition in one year would be. He suggested if we made the switch to Folio, we pilot with a few sites first. Mike confirmed that progress is being made on the list of changes and updates given to SirsiDynix when we renewed for one year.

**Personnel**
Jaime Barrilleaux has accepted a new job with EBSCO.

**Adjournment**
Adjourned at 2:31 PM.