

**Louisiana Digital Consortium
Executive Board Meeting
September 18, 2014, State Library**

Notes

The meeting began at 1:00 p.m. Attending were Debbie Sibley, Carol Bartels, Sharon Mader, Pat Vince, Diane Brown, Stanley Wilder and Debbie Johnson-Houston.

Stanley Wilder report on governance

Stanley met with several people at LSU to discuss how the LDC could be under LSU in order to avoid going through the Secretary of State as a separate entity. There is a woman at LSU, Ms Wang (?) who may be able to help. It was also suggested that Carolyn Hargrave (sp?) might be able to explain how LOUIS was set up. There are three models for putting the LDC under LSU:

1. Contract -- There is precedent for this with the Public Safety and LSU IT services.
2. Grant model/sponsored project – The issue here would be LSU’s normal indirect cost overhead of over 45%. Stanley indicated that LSU might negotiate on this.
3. LOUIS model – under IT, semi-independent

Stanley indicated he would contact Carolyn Hargrave to get more information about the original set up of LOUIS. Pat indicated that moving under LSU is a “go.” We just need to figure out how to make it happen. [Stanley did talk to Carolyn Hargrave on Friday and she gave him some additional names to contact.]

Pat indicated she would ask Sara Zimmerman if all 16 LDL institutions paid their LOUIS invoice. Paying the LOUIS invoice would be a further indication of their intent to participate in the LDC.

Diane Brown report on membership

Two items were added to the “Assumptions” document: The membership structure should be as inclusive as possible so that it will be attractive to smaller institutions and the bookkeeping should be simple.

The three options of basing membership fees on number of items in the LDL, on institution budget or to divide costs equally among members were discussed. If the decision is to base fees on usage, we should start fresh on July 1, 2015 as though there are no holdings in the LDL; existing records would get grandfathered in. Another suggestion was to base pricing on amount of storage used. Several people were not in favor of basing the fees on institution budget.

It was decided that the annual membership fee should completely fund the infrastructure and operating expenses of the LDC. The last model proposed was that the membership fee would be the same for all institutions and the program fee would be variable based on something simple such as storage fee.

It was realized that it is too expensive to move to this model right now. Diane would go back and put together a 3 or 5 year plan for increasing membership dues to get us where we need to be financially.

Fall membership meeting

Setting the date was tabled until we hear back from Stanley on governance options.

Website

Debbie JH brought copies of what is still on the LOUIS website. According to the earlier document that assigned various tasks to the LDC versus LOUIS staff, Jeff and Gina were supposed to clean it up. The following questions remained:

- Have Jeff and Gina gotten access to the LOUIS website so they can edit the pages?
- Or, have they put the updated information somewhere else?
- Should we write a letter from the Board to LOUIS explaining what we want done?

Report for LALINC Membership Meeting

Debbie S will write report to give out at LALINC meeting.

Collection Development Policy

Three changes were requested

1. Remove sentence about physical collections.
2. Move the Collection Development Criteria further up in the document.
3. Move Technical Considerations to the end, right before Policy Review.

Debbie S will have the group fix it.

Next meeting is October 2 at 1:00 at the State Library.

Meeting ended at approximately 3:30.