

**Louisiana Digital Consortium
Executive Board Meeting
March 5, 2015**

The Board met at 1:00 p.m. at the State Library of Louisiana. Board members in attendance were: Pat Vince, Lance Query, Debbie Sibley, Debbie Johnson-Houston, Diane Brown, Stanley Wilder, Carol Bartels.

Memorandum of Understanding (MOE) Update

Stanley reported that LSU had not completed revision of the MOU yet and that LSU is continuing to hold the checks. He asked if they could go ahead and deposit the checks. The Board voted to go ahead and deposit the checks.

Questions and discussion ensued about cost of storage, grandfathering in existing data, digital preservation, migration, etc. Bill Armstrong at LSU is working on these issues. Stanley was asked to have some idea of future storage costs for the upcoming membership meeting and also to provide a description of the restricted account and what any charges will include.

Discussion followed about the role of the LDC Board if the MOU is between the individual institutions and LSU. Decision was made to keep the Board intact, making Bylaws changes if needed at the fall meeting. It was not clear whether the Board would remain a governing body or take on more of an advisory role.

It was agreed that institutions must have a MOU with LSU to be a member in good standing with the LDC. Potential activities of the LDC, over and above what LSU is doing, might include website design, marketing, branding, etc.

Recommendation to the Membership

Recommendation of the Board will be to adopt the LSU plan.

Invoices

Stanley reported payment received from all institutions except Southern and Loyola (later received on Friday) and Northwestern, which has dropped out.

Nominations

Nominating Committee consists of Lance Query, Carol Bartels and Diane Brown. Lance will work with Diane to determine mailing list to notify members of the nominations on the ballot. Debbie Pool from Loyola is being nominated for member-at-large and Lora Amsberryaugier from UNO is being nominated for Vice Chair/Chair Elect.

Discussion followed about appointing technical staff to the Board. Topic was tabled until after exiting round of Bylaws changes are completed. It was noted that technical staff could be invited to attend an executive meeting when the Board felt it necessary.

Membership Agreement Draft

This is on hold until MOU is completed. Then, membership agreement can replicate/complement what is on the MOU.

Membership fee will be discussed by the Board at a later date.

Bylaws

Diane will make changes and send a document with marked changes to the membership 30 days before the meeting.

Agenda for Membership Meeting

**Louisiana Digital Consortium
Spring Membership Meeting
LSU (name of building or street address?)
April 7, 2015
1:00 – 3:00**

Agenda

- Welcome and Call to Order
- Approval of Minutes from Membership Meeting of November 21, 2014
- Chair's Report
- Treasurer's Report
- Vote on LSU Option
- Call for Nominations for
 - Vice-Chair/Chair-Elect
 - Member at large
- Election of Board Members
- Bylaws changes
- Report of Metadata Committee and Approval of Guidelines
- Adjourn

Next Board Meeting is 1:00 p.m., April 16, 2015 at the State Library.

Adjourned at 3:40 p.m.