

## Tenn-Share Board Meeting Minutes

<b>Presiding:</b> Tricia Bengel, President		<b>Date:</b> October 27, 2011	
<b>Recorder:</b> Joe Weber, Secretary		<b>Meeting Site:</b> Nashville Public Library	
		Nashville, TN	
<b>Attendance:</b> See attached attendance sheet		<b>Present:</b> 21	<b>Absent:</b> 6
AGENDA ITEM	DISCUSSION	ACTION	
1. Welcome – Tricia Bengel	President Tricia Bengel called the meeting to order at 6:30 p.m. Members introduced themselves.		
2. Review of June Board Minutes	The minutes had been previously approved without revisions by email vote.		
3. Treasurer Report – Sue Maszaros	Sue distributed the treasurer’s report. The net income amount is \$86,031.28; however, most of that money is designated to pay for database subscriptions. The amount of revenue over expenditures not associated with databases is \$18,499.17.		
4. February Board Retreat – Melissa Brenneman	Melissa requested volunteers to serve on a planning committee for the winter retreat. Melissa will chair the committee. Mary Ellen Pozzebon and Bob Swanay volunteered. Suresh Ponnappa indicated that Sandy Oelschlegel, the nominee for the special library representative, might be interested. Suresh or Melissa will contact her.		
5. Forming a GAC – Melissa Brenneman	Melissa has set up a Tenn-Share GAC at no charge with OCLC. Our symbol is TNSH. Tenn-Share members can use the GAC without having to become an OCLC member. A recommendation was made to form a GAC committee to develop policies and procedures. Tricia will form the committee.		
6. PayPal for membership dues – Melissa Brenneman	Melissa clarified that this agenda item came from Tricia and Penny, not her. Tricia announced that we used PayPal for this year’s conference registration, and things went smoothly. She also suggested that we consider using PayPal for the payment of membership dues. PayPal charges 2.2% of the cost, plus 30 cents per transaction. Discussion ensued and the consensus was we needed more information. Tricia will investigate and report at the next meeting. A decision will have to be made before May when the renewal notices are sent out.		
7. GoogleVoice for Tenn-Share – Melissa Brenneman	Melissa recommended that we use a GoogleVoice number as the official Tenn-Share phone number. Calls could be forwarded to whoever is responsible for receiving them at the time, and we would not have to publish a new phone number each time leadership changed. Brief discussion ensued. Suresh moved to adopt Melissa’s recommendation; seconded by Anna Beth.	Motion approved	

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8. Committee Reports		
i. Archives – Susan Earl	A written report is on the Tenn-Share website. Susan announced that Penny is still sorting files. TSLA will charge a fee to archive our collection if we retain ownership. A question was raised regarding whether it was necessary for Tenn-Share to retain ownership, or if we could turn over the files to TSLA. Brief discussion ensued; the consensus was that we needed more information before we could decide. In the meantime, Tricia offered to house the files at NPL until we can decide on a more permanent location.	
ii. By-laws – Bill Hook	The work of this committee is finished and the committee is discharged.	
iii. Electronic Resources – DeAnne Luck	DeAnne distributed a written report. She noted that this year's DataFest had 226 registered attendees, the most ever. New fall offers and group purchases are listed in the report; DeAnne has been (or will be) in contact with members about new offers.	
iv. Fall Conference – Melissa Brenneman	Melissa thanked the committee members for their hard work in planning and organizing this year's conference. The conference is tomorrow and their work will be finished.	
v. Membership – Marion Bryant, Nancy Dickinson	Deanna Nipp-Kientz gave the membership report and distributed handouts including a summary of the number of members annually, a list of current members, and a list of previous members who have not yet renewed for this year. Deanna announced that as of Oct. 24, there were 566 members, but 58 previous members have not renewed. Board members should contact people they know at those libraries and encourage them to renew.	
vi. Nominating – Suresh Ponnappa	Suresh read the slate of candidates that had been previously distributed via email, and introduced a motion on behalf of the committee that the slate be approved.  The candidates are:  Vice President/President Elect: Robert Benson Director of Library Services Roane State Community College  Academic Library Representatives: (2) Eloise Hitchcock Director of Library Cumberland University  Christy Groves User Services Coordinator Middle Tennessee State University	Motion approved

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	<p>Public Library Representative: (1)            Alan Stewart            Collection Development Manager            Memphis Public Library &amp; Information Center</p> <p>School Library Representatives: (2)            Nancy Dickinson (current member who came on board recently has agreed to continue for the next term)</p> <p>Kathryn E. Boudreau-Henry            Program Coordinator of Library Science Program (specializing in School Libraries)            Middle Tennessee State University</p> <p>Special Library Representative: (1)            Sandy Oelschlegel            Director, Preston Medical Library            University of Tennessee Graduate School of Medicine,            Knoxville</p>	
vii. Share Your Stuff – David Atkins	David distributed a written report regarding the RFP for the statewide courier service. To date, eight proposals have been received from vendors. The winning vendor will be announced in November. The next step will be to develop an implementation plan. Vendors who have submitted bids are open to working with existing regional courier services such as Athena, but details have to be worked out. The target date to begin the statewide service is July 1, 2012.	
viii. TEL – Wendy Cornelisen	A written report was distributed via email and is also on the Tenn-Share website. Wendy announced that TEL usage has increased by slightly less than 1% over the past year. 20 TEL billboards have been placed around the state; Wendy will send a list of the specific locations via email. Wendy also announced that the <i>Tennessean</i> became part of TEL as of July 1, 2011	
ix. Volunteer Voices – Ken Middleton	A written report was distributed via email. Ken announced that three new databases have been added to Volunteer Voices: Crossroads to Freedom (Rhodes College), DigMemphis (Memphis Public Library), and TSLA Photo and Image Search. Ken noted that the number of records that Volunteer Voices searches has increased from around 6,000 to almost 60,000. Additional collections will be added to the search as they become available and are tested.	
x. Website – Jodie Gambill, Courtney Fuson	A written report is available on the Tenn-Share website. Jodie announced that the Tenn-Share “people pages” now all have photographs. A user account clean-up project was undertaken to remove inactive accounts to reduce clutter and increase security. Jodie noted that the Webforms module has received a lot of use lately and is working well, and described the migration of the Board email list and the TSERC list to Vanderbilt's listserv software (details are provided in the committee's	

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	report). A new page for the by-laws was created and is linked from the "About" page. Penny reminded committee chairs to post their reports on their committee webpages, and Jodie offered to assist with that when necessary.	
xi. Workshops – Courtney Fuson	A written report is on the Tenn-Share website. Courtney reported that the Ning archive has been reviewed by the Website Committee, who observed extremely low usage. The committee would like to know how important the Board feels the archival files are and how much work should be put into getting them into a usable format. Brief discussion ensued; Courtney suggested that Board members check out the archive and report their observations to her. Courtney observed that "Learn & Discover" may have run its course. Potential future learning opportunities may focus on the courier service and the GAC. Tricia and Melissa will confer with Courtney about ideas for future workshops. Courtney announced that she intends to step down as the Workshop Committee chair due to other commitments.	
9. Other Business: Salary and Bonuses for Tenn-Share Staff	Tricia Bengel brought forth a motion from the Executive Committee to award a \$1,000 bonus each to Penny Frere and DeAnne Luck, and to increase Susan Drye's salary to \$18/hour. Brief discussion ensued. Treasurer Sue Maszaros indicated there are sufficient funds available.	Motion approved
Next Board meetings	February 2012 – Retreat June 2012 – Retreat September 27, 2012 – Fall meeting  (Specific dates, times, and locations are to be determined.)	
Adjourn	The meeting was adjourned at 8:42 p.m.	

## Tenn-Share Board Meeting Attendance, 2011

<b>Members: (17)</b>	<b>June 6</b>	<b>October 27</b>
<b>Executive Committee: (5)</b>		
Tricia Bengel	Present	Present
Melissa Brenneman	Present	Present
Joe Weber	Present	Present
Susan Earl	Present	Present
Sue Maszaros	Was not a member yet	Present
Suresh Ponnappa	Present	Present
<b>Representatives: (12)</b>		
David Hajdik	Present	Absent
Bill Hook	Present	Present
Anna Beth Morgan	Present	Present
Dinah Harris	Absent	Absent
Rita Shacklett	Present	Absent
Bob Swanay	Present	Present
Leah Allison	Present	Present
Kathryn Bennett	Present	Absent
Nancy Dickinson	Present	Present
Marion Bryant	Present	Absent
Deborah Taylor	Present	Absent
Wendy Cornelisen	Absent	Present
<b>Committee Chairs: (6)</b>		
David Atkins – Share Your S.	Absent	Present
Ken Middleton – Volunteer V.	Present	Present
Courtney Fuson – Workshops	Present	Present
Jodie Gambill – Website	Present	Present
Deanna Nipp-Kientz – Membership Records Coord.	Present	Present
Mary Ellen Pozzebon – TSERC	Present	Present
<b>Staff: (3)</b>		
Penny Frere	Virtually via Skype	Present
DeAnne Luck	Present	Present
Susan Drye	Absent	Present
<b>Guests:</b>		
Jennifer Cowan-Henderson	for Wendy Cornelisen	