

Time: 2pm Special meeting via WebEx.

Attendees

1 George Strawley present Steering Committee Chair	9 Tara Guthrie District 4 Representative
2 Tim Hunter present Reports Subcommittee Chair	10 Nathan Shepard present District 5 Representative
3 Vacant Cataloging/Serials Subcommittee Chair	11 Rachel McLean District 6 Representative
4 David Wright Lending Services Subcommittee Chair	12 Ali Norvell Reference Services Representative
5 Julia Mielish present Training Subcommittee	13 Colleen Turnage present Director of Library Services
6 Melanie Gnau present District 1 Representative	14 John Wood* present System Administrator
7 Mark King District 2 Representative	15 Wanda Barker* present Exec. Director of eLearning and Learning Technology Systems
8 Ernest Avery present District 3 Representative	In attendance: Helen Colevins, NCCCS technical services librarian. <i>*Non-voting member</i>

I. Old Business

- a. SaaS Migration Update
- b. Batch Loading of NC LIVE ebook records
 - i. John is happy with the migration right now. Colleen and John will probably make some adjustments before the next batch load. The load will be shown at the user group meeting next week and then we will fine tune it to see where to go next.
- c. Cooperative Agreement 2014-15

i. Review legal office comments

Committee reviewed item by item the comments by Cheryl Kaminski, legal assistant for the System Office. Two issues remained open pending further information from the NCCCS legal office: FERPA and budgetary information on user group participation and travel.

ii. Discuss and vote on issues as needed

iii. Vote on full document for submission to membership

Wanda moved to adopt the agreement with the additional information that legal counsel will provide. Tim seconded. Motion passed unanimously.

Meeting adjourned at 4:15 p.m.

All other items are tabled until the next regularly scheduled meeting.