

**FEDLINK Advisory Council Meeting
Library of Congress Adams Building
LA218 (FLICC Meeting Room)
Thursday, December 2, 2004
1:45 p.m. – 3:30 p.m.**

FAC Present

Judy Bullwinkle
Vicky Crone
Marybeth Dowdell
Bob Mohrman
Carla Pomager
Jane Sessa
Diane Schnurrrpusch
Wynne Tysdal
Paula Vincent

FLICC/FEDLINK Present

Lynn McDonald
Susan Tarr
Joe Banks

FAC Absent

Cheryl Thomas

FLICC/FEDLINK Absent

1. Review agenda – WynneTysdal, Chair, conducted meeting.
2. FAC Issues and Topics
 - a. Minutes: Minutes were reviewed and approved as submitted.
 - b. Comments on meeting dates – tentatively accepted by FAC
3. FLICC Update – Susan Tarr
 - a. FLICC quarterly meeting went well, but it was suggested that more time be allocated, particularly given the topic. It was further suggested that FLICC Quarterly Meetings could be coordinated with other activities, such as Brown Bags or other training, to assist members who need to justify travel costs
4. Fiscal Report – Joe Banks
 - a. Overall, are doing better than last year
 - b. Testing the new financial system “as we go”, seeing a few glitches including properly reflecting Direct Express funds (currently shown as \$0). Receivables processes seem to be working well but there have been challenges on the Payables side. Hope to be back on schedule in a week or so. Online Registration function is proving complicated with the new system.
 - c. Trying to close out FY2000 next quarter so it won’t need to be converted.
5. FEDLINK Programs Update – McDonald & Tarr
 - a. Contracts –

- ii. New contracts with subscription agents have not been awarded yet, due to extreme caution being used in response to the FAXON experience.
 - iii. Feb 7 and Mar 2, will have meetings to discuss the RFQ process (originally scheduled for Jan and Feb)
 - iv. FAXON settlement issues are still being finalized but hoping to have payouts done by end of Jan 05
 - v. Pricing pages for most of the online services are posted
 - vi. New RFP for books agreements is due, need to decide whether to use BOAs or IDIQs (Indefinite Delivery Indefinite Quantity) with Direct Express. IDIQs require a guaranteed sales amount in the contract, which may not be able to be guaranteed.
 - b. OCLC - OCLC pricing issues have been resolved, and subscription price quotes are being distributed with statements "soon".
 - c. Marketing Projects –
 - ii. Proceeding through the plan discussed at last meeting.
 - iii. Considering new ideas for marketing items such as coasters.
 - iv. Exhibiting at FOSE and MLW but NOT SLA in Toronto.
6. 2005 Performance Plan –
- a. Need to update the business plan next year; looking for good formats for this.
 - b. Need to consider incorporating suggestions mentioned in the FLICC quarterly meeting this morning
 - c. Implementation of the financial system is going to be the primary focus for the first half of CY05. The rest of the performance plan will follow.
 - d. Need to work out issues with consortial purchasing; how to break out the details after the money is pooled?
 - e. Consider delegating items to committees; MaryBeth will spearhead this.
7. Working Group Reports –
- a. Human Resources WG will meet next week with OPM re MLS qualification requirements.
 - b. Need to consider FAC liaisons to the WGs, especially since Carla Pomager (Budget WG) is leaving the FAC
8. Old Business – Last FAC meeting with Susan Tarr
9. New Business – Great Escape to FEDLINK – introduce new librarians to FEDLINK?
10. Next meetings:
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| Jan 6, 2005 | 9:00 – Noon | FAC |
| Feb 17, 2005 | 9:30 – Noon | FLICC Quarterly Meeting |
| Feb 24, 2005 | 9:00 – Noon | FAC |
11. Meeting adjourned at 3:10 p.m.