

## **Restructuring the NC LIVE Committees**

In 2009, the Librarians Council (LC) first began to discuss the potential need to assess and restructure the organization's advisory committees. After discussing the committees and considering a discussion paper written by staff, the EC asked the executive director to work with the committee chairs to develop redesign recommendations for the committees.

NC LIVE's advisory committees provide valuable input and feedback on consortial initiatives and planning efforts, while lending depth and context to the priorities of member libraries. Each committee plays the role of an internal, ongoing focus group formed to shape the collections and services that help libraries support education, enhance economic development, and improve the quality of life of North Carolinians.

### **Proposed Changes (effective July 1, 2012)**

1. **Increase committee size: from 8 to 12 members.** Increasing the size of the committees will provide for better coverage of the overall membership while also increasing the likelihood that there is more representative diversity within each COI. Committee members will continue to be selected the COIs in whatever manner the COI chooses. A job description for the members of each committee will be created to ensure that all necessary skills and talents are represented.
2. **Set terms for members.** Each committee member will serve for a term of three years, after which his/her COI will determine (using whatever method they wish) whether the term will be renewed. NC LIVE will not have term limits in place, but neither will it restrict a COI from setting term limits for its committee representatives. Current members will be assigned a term of 1 or 2 years.

3. **Chair Selection.** All chairs will be selected by the Librarians Council and will serve a term of one year, renewable two additional times. Not all COIs need to have a committee assignment, but the LC will make an attempt to have diversity in its chairs.
4. **Meetings.** Each committee will meet four times per year. Additional meetings as needed by the chair, the executive director, or the NC LIVE staff. While virtual meetings are often easier to schedule, at least two meeting will be held face to face to enable members to better get to know one another.
5. **Voting by COI and consensus.** Voting methods used by the Librarians Council will be extended to the committees. This means that each COI will have the equivalent of one vote, so regardless of how many representatives attend a meeting, each COI will be equally represented in votes. In addition, all committee business will require 100% agreement between COIs (i.e., consensus). Should a vote end in anything but 100% agreement, the decision will not stand and the action will not be taken.
6. **Staff Liaison Librarians.** Each committee will have a NC LIVE staff liaison librarian assigned to assist the chair and members with the work of the committee. The liaison librarian will staff the committee, prepare documents for consideration and review, provide project and initiative plans, drafting agendas and minutes, surveys, and meeting priorities, and generally preparing the chair and the committee to best communicate their individual and organizational needs.

## **Committee Objectives**

To ensure greater effectiveness and engagement, each committee will be given specific objectives including:

- Develop / maintain a set of policies or guidelines that facilitate service provision
- Develop / maintain a multi-year content and service plans
- Develop / measure impact of an annual content and service priorities
- Study issues related to NC LIVE's collections and services and present results to the Librarians Council

## **The Committees**

(\* denotes that the committee is new or is undergoing a name change)

### **Digital Services Advisory Committee \***

The Technical Advisory Committee will be renamed the Digital Services Advisory Committee and will broaden its focus from pure infrastructure issues to a variety of vendor-provided and homegrown online service offerings. This may include hosting services, software for content sharing, digitization platforms, authentication and access methodologies, etc. It will not deal with issues related to the patron-facing websites, (nclive.org or media.nclive.org) which will be handled by the Website Advisory Committee

### **Outreach, Promotions and Partnership Advisory Committee \***

The committee's name change broadens the original concept of the Publicity Advisory Committee. The committee will continue to plan for and assess publicity, promotions and public relations efforts, but will also assist staff and the LC in developing strategies for outreach and partnering campaigns.

## Metadata Advisory Committee\*

This new committee will assist staff and the Librarians Council in identifying and planning for metadata issues resulting from consortial licensing and content integration. In addition to articulating consortial standards and developing guidelines for shared discovery, they will prioritize and measure the effectiveness of metadata-related projects.

## Resource Advisory Committee

## Website Advisory Committee