

2020-07-22 DSpace Leadership Group Meeting

Attendees

- ~~Pascal Nicolas Becker (The Library Code)*~~
- Allan Bell (University of British Columbia Library)
- John Butler (University of Minnesota)*
- Suzanne Chase (Georgetown University)
- Lieven Droogmans (Atmire)*
- ~~Federico Ferrario / Roberto Suardi (Cineca)~~
- Scott Hanrath (University of Kansas)
- Barbara Hirschmann (ETH Zurich)
- Jyrki Ilva (National Library of Finland)*
- ~~Jayan Kurian (University of Sunshine Coast)~~
- Pierre Lasou (Université Laval)
- ~~Mariya Maistrovskaya (University of Toronto)~~
- ~~Lautaro Julián Matas (LA Referencia / RedCLARA)~~
- ~~João Mendes Moreira (Foundation of Science and Technology Portugal)*~~
- Susanna Mornati (4Science)*
- ~~César Olivares (CONCYTEC)*~~
- Jere Odell (Indiana University Purdue University Indiana)
- Kristi Park (Texas Digital Library) - Chair
- Beate Rajsiki (Hamburg University of Technology)
- Gail Steinhart (Cornell University)
- Peter Sutton-Long (University of Cambridge, interim)*
- Maureen Walsh (The Ohio State University Libraries)*★

LYRISIS

- Laurie Arp
- Michele Mennielli
- Robert Miller
- Tim Donohue
- Heather Greer Klein

The ★ represents who will be taking notes for a given meeting. It rotates after each meeting to the next person in the attendee list.

*Members of DSpace Steering Group

Meeting time: 12PM-1PM UTC - 5

Join from PC, Mac, Linux, iOS or Android: <https://lyrasis.zoom.us/j/9963190968> (Meeting ID: 996 319 0968)

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Agenda

#	Time	Item	Information	Who
1	5 min	DSpace 7 development update	Development schedule update from release manager Project Boards on GitHub	Heather Greer Klein, Tim Donohue
2	20 min	Report on fundraising and development invoice amounts	Invoices from contract development have caught up to fundraising. Update on membership renewals. Proposal for next month: <ul style="list-style-type: none"> authorize invoicing up to \$50,000 between now and August, with extended payment terms authorize the use of the line of credit if necessary (at the end of payment term) recognize that development will slow for the remainder of summer due to holidays continue fundraising to close the gap 	Laurie Arp, Kristi Park
3	10 min	Elections	Mic will be coordinating Leadership Elections in the coming weeks. 1) We need to run elections even though we don't yet have 100% on membership renewals. 2) Question: Should DSpace keep the 1 guaranteed seat for the gold members as for the previous year? 3) Request: Are any leaders willing to reach out to members at their tier level to solicit candidates?	<ul style="list-style-type: none"> Michele Mennielli

4	10 min	DSpace/LYRASIS MOU for 2020-21	<p>Part 1: Revised MOU for current fiscal</p> <p>Summary of changes:</p> <ul style="list-style-type: none"> • Changed DSpace Project to DSpace Program • Advanced notice of termination changed from 180 days to 90 days • Put overhead rate in agreement • Added language about voting seat for LYRASIS • Other minor changes <p>Part 2: Fully revised and streamlined MOU with extended (3-year) term by end of 2020</p>	Kristi Park
5	10 min	Member Engagement Task Force update	DSpace Community Engagement Working Group (2020)	Michele Mennielli
		FYIs and items for next meeting	<p>FYI: DSpace has been invited to submit a full SCOSS Funding Proposal. Erin Tripp at LYRASIS is leading this effort, with assistance from Kristi, Jyrki, and other LYRASIS staff.</p> <p>Next meeting agenda items:</p> <ul style="list-style-type: none"> • DSpace ITAV Status Summary and Rec 2020 (You can see more background at: www.lyrasis.org/itav) • Annual financial report 	

Notes:

DSpace 7 development update

Heather: Beta 3 completed as expected - end of June. Bug fixes and all features in release schedule + features finished ahead of time.

Have had a beta release every 2 months in 2020 - with all goals included. Ten new features, major components, 8 translations, security enhancements.

64% more work completed with funded development than same amount of time last year.

Moved to GitHub from Jira. Public project boards + a bug board.

Will have fewer resources in July/August with vacations.

Report on fundraising and development invoice amounts

Laurie: we had a 300,000 USD fundraising goal. Raised to date 149,227 USD. We have spend that money on funded development invoices (143,000 USD).

Current membership to date: DSpace has 80 members that have renewed. includes 32 institutions in German Consortium and a few that asked to pay in Sept. DSpace can count on \$304,524.65 (= 6 coppers; 23 bronze; 8 silver; 7 gold; 3 platinum and 1 consortium). 17 institutions have not renewed yet, for a total of \$65,000 (1 supporter; 1 copper; 11 bronze; 3 silver; 1 platinum).

Kristi: Invoiced what we brought in. How to move forward. We will see a development slowdown due to summer holidays/vacations (probably won't invoice as much). Need a model for this time period. we have about 25,000 USD in net assets.

Proposal for next month:

- authorize invoicing up to \$50,000 between now and August, with extended payment terms
- authorize the use of the line of credit if necessary (at the end of payment term)
- recognize that development will slow for the remainder of summer due to holidays
- continue fundraising to close the gap

Robert: LYRASIS is pursuing grant funds. raise money for next generation - grow an opportunity

Kristi: Move forward with paid development plan - any objections? No.

Expect a full financial report at Steering and next Leadership.

Elections

Michele: Renewal process is going very well. Only 1 said not renewing so far.

Questions:

1) Run elections even though we don't yet have 100% on membership renewals?

2) Question: Should DSpace keep the 1 guaranteed seat for the gold members as for the previous year?

Kristi: Run elections now. Maureen: agree

Maureen: don't change governance structure now as renewal letters already went out and many already renewed based on existing governance structure.

Kristi: keep same for now.

Robert: Keep same for now but start to work on governance structure for future.

Allan: Look at regions and representation when looking at re-structuring

Kristi: Michele has been doing good work here, but we could formalize that more

Kristi: Any objections to keeping ratios/model the same for this election? No.

Michele: Will send an email to the 17 who have not renewed to let them know about the upcoming election

Michele: Are any leaders willing to reach out to members at their tier level to solicit candidates? Scott - silver. Bronze - ? (add volunteer here, missed in notes)

Kristi: Leaders will be in place by September.

Michele: membership web pages will be updated in September.

DSpace/LYRASIS MOU for 2020-21

Kristi:

Part 1: Revised MOU for current fiscal

Summary of changes:

- Changed DSpace Project to DSpace Program
- Advanced notice of termination changed from 180 days to 90 days
- Put overhead rate in agreement
- Added language about voting seat for LYRASIS
- Other minor changes

Part 2: Fully revised and streamlined MOU with extended (3-year) term by end of 2020

Idea to lightly update existing MOU now - will revisit as a community in the Fall. Not treat this one as final product now. Reviewed changes.

Beate: Questions about the rate of the Indirect Cost Allocation. Not enough time to review. Discuss at next Leadership?

Laurie: Same rate - just trying to be clearer about what the rate is.

Kristi: Take to Steering for approval since just received it. Gather and share financial orientation, approved budgets, end of fiscal report, and a spreadsheet to show indirect cost calculation. Hold the vote until Steering. Any objections? No.

Member Engagement Task Force update

Michele: New group met twice so far. First to frame group and identity goals, Second to get into actions. Updates to registry needed. Looking at national groups. Will focus attention on Latin America, Spain and US/NA. Looking at creating and sending out a survey to identify needs, requirements, expectations of membership. Notes from meetings on wiki.

John: Timing of survey? Michele: Don't have that yet.

FYIs and items for next meeting

Kristi:

DSpace has been invited to submit a full [SCOSS Funding Proposal](#). Erin Tripp at LYRASIS is leading this effort, with assistance from Kristi, Jyrki, and other LYRASIS staff.

Next meeting agenda items:

- [DSpace ITAV Status Summary and Rec 2020](#) (You can see more background at: www.lyrasis.org/itav)
- Annual financial report