**BHL Executive Conference Call Sept 1, 2009**

Present: Tom Garnett, Chris Freeland, Cathy Norton. Connie Rinaldo called in a bit late. Graham could not participate.

Minutes prepared by CR with TG edits.

Scanning allocations. Tom brought up the state of the scanning allocations, which were sent out earlier in the summer and approve at the BHL IC conference call on July 9. Tom said his understanding was to proceed with the subawards ASAP. Then Susan Fraser wrote her email about transparency. The subawards are ready to go. Agreed to proceed.

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MBL has requested with Chris Freeland's full endorsement, $10,000

"The MBL will develop; a prototype, fully redundant file system for the Biodiversity Heritage Library. It will provide the back end for a large-scale content delivery network for the BHL, whereby content can be streamed to users from the geographically closet and fastest point. It will provide redundancy by geographically dispersing multiple copies of the data set. It will provide a means by which partner institutions can access the data-set locally, greatly increasing their ability to run complex data-mining and other research tools on the data-set. This effort will take 10% of a MBL Informatics programmers time and he will work in collaboration with the Missouri Botanical Garden team." TG recommends approval of this and using funding from the Contingency Fund for this year to pay. It was pointed out that the Executive Committee approved this earlier. This will leave a balance of ~$30,000.

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Discussion as to what should be on the Institutional Conference call.

Proposed agenda:

Transparency and communication

Technical changes

Appointment of Deputy Director.

TG will send out an agenda with background on these issues before the BHL IC call on September 18.

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Chris noted that global nature of the effort creates change that we are not aware of ahead of time. This should be part of transparency discussion.

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Connie Rinaldo raised concerns about the way information about the recent St. Louis meeting was handled. She felt there was an appearance of not-including many BHL Libraries in the process. Tom pointed out that the original impetus for the meeting was an email from Henning Scholz, Project Leader for BH-Europe, that he send his new technical lead, Kai Stalmann to MOBOT for a week to learn as much as possible about the BHL technical infrastructure. Soon after that it was learned that Dave Martin, a technical developer for the Atlas of Living Australia was in the US. ALA has expressed interest in developing a BHL in Australia and cooperating with us on services and content acquisition. There was short time window.

Connie also expressed concern that so many SI people attended.

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In addition to the already existing reporting that he has been doing, Tom tries to keep IC up to date with BHL Europe, BHL China, and related global developments. Chris felt the Institutional Council calls should be scheduled and people should join if they can but the time needs to be regular. Questions discussed included, What do the members of the Institutional Council need to have communicated and how should this be communicated? Is the Wiki enough? How do we incorporate BHL Europe and beyond? Graham is Chair and is the go-between for BHL Europe and BHL, but more are coming and is this enough? Perhaps we need some kind of monthly executive summary. Is it time to review governance and how all the new pieces can be recognized and included? There is more serendipity now and it may be less possible to know ahead of time how a meeting or information session will evolve.

Tom noted that he has received suggestions that we need more face-to-face meetings and for different topics: metadata meeting, architecture meeting and more institutional council meetings (2 per year). BHL can't support all of these. Tom suggested that proposals be submitted for meetings--number, location, agenda and then we can allocate budget funds. Institutions may need to support more travel for BHL purposes.