Meeting convened at 1:00 p.m. via Zoom.

Attendees:
Kay Cunningham, Doug Bates, Theresa Liedtka, Sarah Smith (Convener); Absent: Jill Whitfill

Introductions
Attendees introduced themselves at the first meeting of the TALC steering committee. Their names, institutional affiliation, and representative roles are as follows.

- Cunningham, Christian Brothers U.: Public/Private Non-profit, Post-secondary, Academic Libraries
- Bates, Tennessee Tech U.: THEC Locally Governing Institutions
- Liedtka, UT-Chattanooga: UT System
- Smith, Volunteer State CC: TBR Community Colleges

Membership Decisions
Reciprocity question:
“Should TCATs or other institutions that do not have any libraries that are “open” for use by non-employees or students of the institution be allowed to participate? i.e. must TALC participants be able to facilitate reciprocal visits/borrowing?”

DECISION:
TALC members must (a) have their own libraries and, as such, (b) be able to offer reciprocal borrowing and be open for in-person library use by TALC patrons.

Noted during discussion: obviously, local policies outside of the TALC guidelines can be used by any library to facilitate access by TCATs and institutions with libraries that do not allow for in-person TALC patron use.

Adjacency question:
"Should TALC participation be extended to libraries that are within an easy driving distance to the state of TN – or that have branch/site campuses in TN? (An example might be a library in Georgia that is close to Chattanooga...)"

DECISION:
TALC membership requires that the participating library is located within the State of Tennessee.

Noted during discussion: obviously, local policies outside of the TALC guidelines can be used by members to facilitate library access by non-TALC members in their region; and, locally-developed interagency agreements between regional institutions can be made outside of TALC.

Standardization for Statistical Reporting
A Google (or other) Form will be created to collect annual statistics for the period between July 1, YEAR and June 30, YEAR. Assigned to: Smith
Statistics to be collected:
- Total # of TALC borrowers with active patron records
- Total # of items borrowed by TALC users at your library
- Breakdown of TALC users by their home institution
- Open area for entry of additional information

Financials to be collected:
- Total # of items billed
- List of outstanding reimbursement obligations per institution

Conversations will be held at the “annual meeting” if there are significant issues to be addressed with borrower behaviors or institutional reimbursements.

Meeting adjourned at 1:20 p.m.