The attached agenda was approved and it was determined a quorum was present.

Approval of Minutes: Minutes from the previous board meeting (April 2015 @ VSU) were not available. We will approve them at our next meeting.

Treasurers Report: A formal report was not available. John Ulmscheider gave an informal report on behalf of Treasurer Michael Rawls.

Planning Discussion for 2015-2016

The Board discussed a number of initiatives related to special collections, archives, the courier service, and community building. We decided upon the following initiatives for the coming year.

Special Collections and Archives: We decided to create a working group composed of 1-2 staff members from each RALC institution responsible for special collections, rare books and/or archives. This group would come together to discuss areas of mutual concern and joint projects. Of specific interest to the Board are the following:

1) Creation of a RALC Archives Finding Aid that would highlight significant collections, identify targets of opportunity/collections in each institution that may compliment each other, and candidates for digitization
2) Joint grant opportunities for cataloging, processing, etc.
3) Opportunities for grant supported staff or Doctoral Fellows that could be shared amongst institutions
4) Opportunities to participate jointly in projects such as DPLA

The Special Collections and Archives Group should convene, appoint a coordinator, and submit a report to the Board at our April 2016 meeting.

Courier Service: We decided to convene representatives from our ILL staffs to review the cost and effectiveness of the RALC courier service. Statistics for the service are available from the Public Services Committee. The group should:

1. Review statistics on the use and costs of the service
2. Recommend to the Board whether the service should continue. If it is to continue, the group should recommend any changes.
3. If the group recommends discontinuing the service, the group should recommend resource-sharing alternatives to the Board.

The Courier Service Review Group should convene, appoint a coordinator, and submit a report to the Board at our January 2016 meeting.

Programming: The Board agreed to pilot for the addition of a staff program to our Board meetings in January and April of 2016. We would charge two RALC committees or groups with creating program that would precede the Board meetings. Possible topics would be Scholarly Communications, Copyright, etc.

Once dates and locations are set for the January and April 2016 RALC meetings, we will contact the committee and working group chairs.

Joint Storage Facility: VCU, UR, and the Library of Virginia agreed to revisit the proposal for a joint RALC offsite storage facility.

The meeting concluded with each institution sharing updates on their activities.

Meeting adjourned at 12:15 PM.