In Attendance:

Kip Campbell (Library of Virginia), Virginia Cherry (Richard Bland College), Joe Coalter (Union-PSCE), Jeff Hague (Randolph-Macon College), Ann Knox (Union-PSCE), Linda Luebke (John Tyler Community College), Abdul Miah (J. Sargeant Reynolds Community College), Paul Porterfield (University of Richmond), Delores Pretlow (Virginia Union University), Dan Ream (Virginia Commonwealth University), Jim Rettig (University of Richmond), John Ulmschneider (Virginia Commonwealth University), Elsie Weatherington (Virginia State University), Lynda Wright (Randolph-Macon College), Ginger Young (Randolph-Macon College).

Call to Order:

The meeting was called to order at 10:00 A.M. by President Joe Coalter.

Minutes:

Minutes of the January 29, 2008 meeting were accepted as written.

Call for Change in Agenda:

Status of video streaming PBS Videos via VICULA by Paul Porterfield and John Ulmschneider moved to follow treasurer’s report.

Treasurer’s Report:

Paul Porterfield

FY2008 Budget Report:

- Dues Collected: $16,500.00
- Total Amount Budgeted: $17,400.00
- Total Amount Spent: $18,150.30
- FY2008 Deficit $1,650.00

University of Richmond Account: $14,066.98
Wachovia Money Market Account: $6,127.93
FY 2009 Budget Proposal

Amount Budgeted: $18,100.00

10 institutions @ $1,750.00: $17,500.00

VCU donated $300.00

RMC, UR, Union-PSCE donated $100.00 each

Total available funds: $18,100.00

Status of Video streaming PBS Videos

Paul Porterfield and John Ulmschneider presented an update on VICULA (Virginia Independent College and University Libraries Association) and the streaming of the VIVA PBS video project.

Selection for RALC Scholarship:

Tamitira Rose was approved to receive a RALC Scholarship for 2008. Several very positive recommendation letters were received by RALC on her behalf.

Committee Reports:

Technical Services Committee:

Lynda Wright, Chair
Written report disseminated.

The Technical Services Committee met at VCU on March 14, 2008. The topic of the meeting was "Special Collections." Mary Anne Dyer of VCU gave a presentation on two cataloguing projects involving VCU’s special collections. VCU’s cataloging department worked with the special collections librarians to create and implement a unique genre heading index for the Book Arts collection and the Comic Arts Collection. She gave a PowerPoint presentation detailing the steps involved in creating the genre term authority records and applying them to the items in special collections.

After the presentation, each attendee reported on their library’s special collection holdings and their accompanying cataloguing challenges.

After the discussion, Curtis Lyons, then Head of Special Collections at VCU, gave a tour of the Special Collections Department.

The next meeting will be at Richard Bland College Library on Friday, October 10, 2008. Our roundtable discussion will be: "Visual Media Formats: Past, Present, and Future."

Public Services Committee:
Dan Ream, Chair
Handout disseminated. Revised Interinstitutional Loan Agreement
The original March 1990 Interinstitutional Loan Agreement was revised 1/29/08. Approved and will be posted on the RALC website.

Film Cooperative Committee:

Ann Knox, Chair
The Committee has not met since a chair of the committee is needed.

Ad hoc Committee on Disaster Planning:

Joe Coalter, Chair
The Committee has not met.

Ad hoc Committee on Off-Site Storage:

Jim Rettig, Chair
The Committee has not met.

New Business:

Election of Officers for 2008-2009

The following officers were elected for 2008-2009:
President: Joe Coalter
Vice-President Kip Campbell
Treasurer: Paul Porterfield
Secretary: Virginia Cherry

Withdrawal of a RALC Institution

A discussion followed concerning possible membership withdrawal from RALC: Joe Coalter outlined concerns and the discussion is ongoing.

Announcements:

Remind our staffs about the availability of the RALC scholarship and the deadline for applying.

Linda Luebke: (JTCC) John Tyler Community College is in the process of reorganization.
Kip Campbell (Library of Virginia): Mailing a customer service survey; changing signage, Library of Virginia films 10,000 reels a year which necessitates adding 64 new cabinets for each year.
Jim Rettig (UR): Inauguration of new president Ayers; Early English Books On-Line database added; completed renovation of the MRC.
Elsie Weatherington (VSU): VSU is celebrating its 125th anniversary; discussed their participation in Jamestown 2007 activity; SACS will be on campus April 2, 2008 and their participation in HBCU.
Ginger Young (RMC): Reported that they have acquired manuscripts and photographs of the Ashland Herald-Progress Newspaper.
Abdul Miah (J. Sargeant Reynolds CC): Renovation will be completed in August. They have professional movers.

John Ulmschneider (VCU): Announced that there would be no reduction in VIVA’s budget, conduct LibQUAL every two years; referred to the Special Collection of Comics discussed in Technical Services Committee minutes.

Delores Pretlow: Discussion of library collection and budgetary decisions.

Virginia Cherry (RBC): Will move into renovated library in March.

Joe Coalter (UTS-PSCE): Inauguration of first African American president; Old library is being renovated and considering compact shelving.

The members thanked Joe Coalter for hosting the meeting and providing delightful refreshments.

**Future Meeting Dates and Locations:**

- October 21, 2008 Richard Bland College
- January 13, 2009 Virginia State University
- April 7, 2009-Executive Committee meeting
- April 14, 2009-Open

Meeting adjourned at 11:45.

Virginia Cherry for Jim Rettig