Richmond Academic Library Consortium

University of Richmond

April 27, 2006

In Attendance:

Ginger Young, presiding (R-MC); Virginia Cherry (RBC); Catherine Clements (UR); Joe Coalter (Union-PSCE); Abdul Miah (JSRCC); Paul Porterfield (UR; John Ulmschneider (VCU); Sheila Carrington (VSU); Jim Rettig (UR)

1. President Ginger Young called the meeting to order at 9:58 AM.

2. Approval of agenda:

   1. 2007 Budget item was moved to follow the treasurer’s report.

3. Minutes of the Board meeting of January 31, 2006 were approved as submitted.

4. Treasurer’s report:

   1. Paul Porterfield walked the group through the 2006 Budget Report. The year ended with a surplus of approximately $8.00.
      i. The scholarship program is treated as “off budget.”
      ii. A one-time honorarium to Hong Wu for maintaining the RALC Web site was also treated as “off budget.”
      iii. If those two items are included in the budget, the deficit was $2,191.96

   2. End-of-year balance is $24,580.91.

5. Budget for 2007—Paul Porterfield reviewed the 2007 budget proposal

   1. We have an option to save approximately $1,350 by reducing the frequency of courier runs in the summer.
   2. The group discussed whether or not it is appropriate to pay for individual registrations for SOLINET workshops offered in the area. On the one hand, it is a lot of work for a RALC librarian to plan and prepare a workshop. On the other, not every institution has been able to take advantage of the SOLINET workshops this past year.
   3. The group voted to increase dues by $100.
   4. The group decided to maintain the current twice-a-week courier schedule. All institutions should carefully track the number of items received each courier run from May through August. Ginger Young will send out instructions and a data collection form. This data will allow RALC to judge the value of the regular schedule during summer.
6. Committee reports

1. Technical Services Committee—Catherine Clements had no committee business to report, but thanked RALC for the opportunity to chair the committee.
2. Public Services Committee—Helen McKann asked Ginger Young to mention the May 5 program, Dan Ream of VCU speaking on “Who Needs a Budget?? Explore Free Scholarly Web Resources.” We still need a chair for this committee.
3. Media Co-op Committee—Sheila Carrington reported that the committee met March 14. It finalized the statistics and posted them to the Web.
   i. Ann Knox (Union-PSCE) will chair the committee this coming year.
   ii. Proposal for staff development—Sheila Carrington presented a proposal for RALC to provide financial assistance to individuals for continuing education. Weighing the benefit of this to RALC as a whole against other RALC programs and the state of the budget, the group declined to fund the proposal. The RALC Board encourages RALC committees to develop continuing education programs which will benefit all of RALC.

7. Bylaws amendment—The RALC bylaws were amended to change the audit to every two years.

8. Ad hoc Committee to study RALC circulation policies—

   1. Andy Morton of UR has agreed to chair an ad hoc committee to:
      i. Clarify individual institutional practices and policies for loaning materials to in-person RALC students and faculty.
      ii. To recommend uniform policies and practices to the RALC Board

9. RALC scholarship—Two applications were submitted. The Executive Committee recommended that RALC award each applicant, Mary Anne Dyer (VCU) and Eddie Woodward (Library of Virginia) a scholarship ($500 for each semester, a total of $2,000).

10. Appointment of new committee chairs—

   1. Catherine Clements will chair the Technical Services Committee.
   2. A chair is needed for the Public Services Committee.
   3. Ann Knox will chair the Media Co-op Committee.

11. Next meeting will be held at Union-PSCE on Tuesday, October 10, at 10:00 AM.

12. Announcements

   • Richard Bland—
      1. Students are packing the library collection.
      2. Working with an architect who has library experience.
      3. Also packing the furniture; it will be reused in the renovated library.
4. Temporary quarters for staff, services, and small collection will be the dance studio, named The Library Annex. The temporary collection will consist of 1,000 books.

5. Project will take one year to 18 months for completion.

6. The library will gain 8,000 sq. ft.

- Union-PSCE—
  1. President has announced he is stepping down end of next academic year. This president has been very supportive of the library.
  2. Focus this year is on a review of standing orders.
  3. Updated, more extensive collection development policy needed. Faculty input is needed.
  4. The old Spence Library will be renovated. It will include off-site compact shelving to compensate for lack of space in the main library. That, however, will not solve the library’s space needs.

- VCU—
  1. Budget reported to ASERL exceeds $12 million, more than $5.5 million spent on materials. This is progress, but more is needed.
  2. Recruited for six new faculty positions this year, seven more new positions next year. Creating subject specialists, adding staff to medical library, increasing cataloging staff.
  3. The Eisner comics archive will be deposited at VCU.
  4. Community health information outreach network won a NCLIS award.
  5. Director of the medical library is new Medical Library Association president.
  6. A VCU reference librarian was cited as an LJ “Mover and Shaker” for her marketing blog.

- UR—
  1. The two stacks levels will be renovated during the summer of 2006. This has two principal purposes: to increase growth room for print collections and to increase space for both quiet individual and group study. This will involve installation of manual compact shelving to accommodate all but oversized materials. New ceilings, new lighting, and new carpet will be installed.
  2. Weeding the business reference collection has been underway to increase temporary shelf space. Discarding is currently a major activity.
  3. Will add reviews to film records.
  4. All general reference books and printed government documents will be boxed an inaccessible for the duration of the project.
  5. UR is looking at whether or not to retain print bound periodicals replicated in JSTOR.
  6. Science Reading Room in the new Science Center which was delayed a number of times opened in early March.
  7. Interviews for the digital librarian position are scheduled for early May.
  8. Search for the new president is underway.
  9. Going to experiment with MP3 audio books.

- JSRCC—
  1. New building coming along. Will have a Learning Commons and a coffee shop. A lot of collaborative study rooms, electronic classrooms.
2. Downtown campus library will be renovated, using year-end money—new carpet. $2 million budget for equipment, technology, and furniture.
3. Will eventually convert downtown library in Learning Commons.
4. Hong Wu has been promoted to coordinator of digital resources and information literacy.
5. Hiring reference librarians for Parham Road.
6. Trying to find a taker for the microfilm collections, including cabinets.

- Randolph Macon—
  1. New president started February 1.
  2. Don’t yet have a budget for 2006-07.
  3. Dean leaving at the end of May.
  4. Circulation has increased dramatically.
  5. Ordering new furniture, all of it on casters.

- VSU—
  1. Elsie Weatherington is busy with the Jamestown celebration preparations.
  2. An NCATE group is on campus today.