Richmond Academic Library Consortium

University of Richmond

February 24, 2003

In Attendance:

John Ulmschneider, presiding (VCU); Kip Campbell (Library of Virginia); Virginia Cherry (RBC); Joy Galloni (RBC); Paul Porterfield (UR); Dan Vann (Union-PSCE); Abdul Miah (JSRCC); Linda Luebke (JTCC); Ginger Young, secretary (RMC)

Call to Order:

John Ulmschneider called the meeting to order at 10:15 AM.

Minutes of the October 22, 2002 meeting:

Minutes of the October 22, 2002 meeting were approved with one correction: Under Committee Reports, Film Cooperative Committee Report, Item b., the June meeting was held at the JTCC-Midlothian campus.

Treasurer's Report - Paul Porterfield

- Committee requests for large workshops should be sent to Paul by March 15.
- Retirement gift was given to John Trotti
- Tech Services held OCLC Connection workshop last October
- Tech services and PTPL are holding a workshop
- Film Coop workshop in March
- Courier service didn’t run during snow days, which saves us $135 a day, but increasing gas prices may affect cost (presently $13,500 a year).

Ad hoc Bylaws Revision Committee Reports

The entire bylaws document needs to be retyped by the next meeting and put on the web.

Committee Structure and Statistics:

John will send out a charge to the Public Services, Film Cooperative and Technical Services Committees to write their mission statements, goals, duties, and which statistics are kept. This should help give consistency to the statistics posted on the web, and perhaps one person could be found to oversee the collection and distribution of the statistics.

New statistics that might be valuable to keep

- The number of RALC passes that are given out at member libraries
- Number of actual items sent by courier
- New statistics should probably start being counted on July 1.

Statistics that need clarification include:

- The category “Own Titles Used”
- The category “Laser Disc” – is this a category still being counted?

Joy Galloni presented the committee with the results of her efforts sorting through boxes of old RALC material, a historical compilation of RALC statistics. A few years are missing, and John will put out a message to the listserv to see if long-time members of RALC could supply missing data. Joy was heartily thanked for her efforts!

The Board also discussed the possibility of housing these historical documents at the Library of Virginia. John will put out a message to find out if more documents are out there that should come in, and Kip will report on depositing them at the Library of Virginia.

**Technical Services Committee Report:**

No report, but they are in the midst of a three-day workshop at the Library of Virginia.

**Public Services Committee Reports – Ellen Andes**

1. Committee met on June 7, 2002
2. April 29 is the program by Lee Strickland on the US Patriot Act

**Film Cooperative Committee Reports - Joy Galloni**

1. March 4 is the program by Paul Porterfield on DVD’s. (Joint meeting with Public Services.)
2. Call for statistics will be sometime in June.

**Old Business:**

**Executive Committee – John Ulmschneider**

1. Discussed the accounting of RALC finances to check that safeguards are in place.
2. John presented a motion that RALC hire a University of Richmond bookkeeper to audit RALC financial report before each fall meeting. Fee to be determined before hiring. Motion passed.

**RALC Scholarship – John Ulmschneider**

John will draft the RALC Scholarship proposal into the format of the one used at VCU for presentation at the April meeting.

**New Business:**

**Agenda for next meeting:**
Bylaws

Treasurer’s Report

Scholarship

Announcements

- Abdul Miah reported that the Instructional technology Center is entering Phase 4 at the J. Sargeant Reynolds Parham Road Campus. This will be a 25,000 square foot facility.
- The Library of Virginia is converting to Ex Libris in the fall of 2003 and VCU is converting during the summer of 2003. Perhaps the Virginia Community Colleges will also be converting to Ex Libris and there is some movement in VIVA for a joint catalog using this vendor. This would centralize a state IT effort, which Richmond is calling for.
- Union Theological has purchased the Evans Early American Imprint series!

Next Meeting:

Meeting was adjourned at noon.

The next RALC Board meeting will be held April 21, 9:30 to noon, at the University of Richmond.