In Attendance:

John Ulmschneider, presiding (VCU); Kip Campbell (Library of Virginia); Virginia Cherry (RBC); Vonita Foster (VUU); Joy Galloni (RBC); Paul Porterfield (UR); Michelle Taylor (VUU); John Trotti (Union-PSCE); Jim Rettig (UR); Dan Vann (Union-PSCE); Elsie Weatherington (VSU)

Call to Order:

John Ulmschneider called the meeting to order at 10:12 AM. He acknowledged John Trotti’s long service to RALC.

Minutes of the June 11, 2002 meeting:

Minutes of the June 11, 2002 meeting were approved as submitted.

Treasurer's Report - Paul Porterfield

- All RALC members have paid their dues
- No major disbursements yet this year
- Anyone planning a program should submit the appropriate form to Paul Porterfield
- The treasurer has not been audited yet for this year; that is a new procedure

Ad hoc Bylaws Revision Committee Reports Ginger Young was not able to attend; action on by-laws revision deferred until the next meeting.

Committee Reports

- John Ulmschneider commended Richard Bland for filling two of RALC’s committee chair positions.
- Jim Rettig raised the question: Do we have accurate contact information for various purposes at every RALC institution? The answer is not clear; the question merits additional consideration.

Technical Services Committee Reports - Michelle Taylor

1. Funded partial participation for several individuals in the SOLINET “Making the Connexion” workshop at the Williamsburg Regional Library earlier this month. Connexion is a Web-based cataloging system that will replace OCLC’s CAT-ME and Passport tools.
2. In the future we will do better in making sure every institution receives notification of these opportunities. Some were not aware of this one.
3. Paul Porterfield noted that RALC can reimburse one representative of every institution that sent people to the workshop.

**Public Services Committee Reports - Ellen Andes**

1. On Ellen Andes’ behalf, Joy Galloni noted that the committee is exploring continuing education/training opportunities.

**Film Cooperative Committee Reports - Joy Galloni**

1. Jim Meyer of JTCC resigned as chair of the committee after being reassigned from his media position. Joy Galloni has stepped in to this vacancy. The Board voted to affirm this.

2. At a June meeting the committee’s members saw the media distribution system at the JTCC-Goochland campus.

3. RALC Film/Video Cooperative collection statistics for 2001-02 were distributed, as were the ALC Film/Video Cooperative circulation statistics for 2001-02.

4. Paul Porterfield raised a question about how many 16mm films have been transferred to VCU for safekeeping. Representatives of some institutions said they will check into this further at their institutions.

5. Joy Galloni reported that she received the committee’s “archive” in two cardboard boxes. This included 1994 vintage stationery which Joy used to print and distribute the minutes of the April 25 board meeting.

6. RALC ILL statistics need to be collected to demonstrate the value of the RALC courier service. Joy Galloni and Virginia Cherry will communicate with appropriate RALC committees to coordinate this.

7. John Ulmschneider asked that the statistics be formatted in the future to indicate net borrower/lender status for each institution.

8. RALC Web page has been updated to reflect current contact information.

9. The Committee hopes to have a program on DVDs in the spring. Paul Porterfield will conduct this program.

**Old Business:**

- Executive Committee meeting—John Ulmschneider
  1. John Ulmschneider reported that the Executive Committee has not yet met. He is working on setting up a date for a meeting of the Executive Committee. It needs to take up the audit of the treasurer and other matters.

- Budget outlook—John Ulmschneider asked each institution to report on its situation.
  1. Kip Campbell reported that the Library of Virginia has in the past two years lost 39% of its operating budget. Certain lines (rent paid to the state passthrough public library support monies) were declared off limits. The 15% cut of October 2002 has forced layoffs. The staff has shrunk by approximately 30% in that period. In addition to the Monday closings, Saturday services will need to be trimmed. Virginia Cavalcade magazine has been terminated after 51 years. Has only 93 subscriptions left to cut; after that, remaining titles are
Virginia-related. After the General Assembly session there will probably be additional cuts.

2. Elsie Weatherington reported that at Virginia State the administration proposed reducing personnel, library hours, and operating budget. VSU will implement its 15% cut plan now in anticipation of the next round of cuts. However for the time being, the library will not be affected.

3. Virginia Cherry reported that at Richard Bland they have canceled all standing orders, ceased book purchases since January, and cutting subscriptions. No personnel cuts yet, but some are expected in the next round of cuts. RALC and VIVA are increasingly important.

4. U of Richmond will receive an increase in its materials budget; the percentage hasn’t yet been determined, but will probably be less than the full inflation factor.

5. Paul Porterfield talked about renewed cooperative or shared collection development in the Co-op, especially for expensive items.

6. John Ulmschneider reported that at VCU the percentage of the institution-wide cut was indexed to out-of-state enrollment. This meant VCU had the lowest percentage among the doctoral institutions. The library received preferential treatment in the university’s plan. Expects a cut of $900,000. 2,000 periodicals titles will be cut. There has been some ameliorating one-time money. This may not be available next year. The Java 911 coffee café is in operation and has been very popular. 16% of positions are vacant; that will grow to 20-22%, ideally through attrition rather than layoffs.

7. John Trotti reported that at Union-PSCE there have been significant cuts. The associate position is vacant and lost. Position vacated by retirement of a reference librarian is being filled by another staff member, but that has left the rare books and special collections position vacant. Some student positions have been cut. Periodicals titles have been cut. Book budget has been flat.

8. Vonita Foster reported that at Virginia Union University a university-wide meeting with the president will be held tomorrow.

**New Business:**

- Agenda for next meeting
  1. Vote on Bylaws
  2. Statistics gathering
Next Meeting:

The next meeting will be held on Tuesday, January 14, 2003 at 10:00 AM at Virginia Commonwealth University. Exact place at VCU to be announced.