Richmond Academic Library Consortium
Tompkins-McCaw Library, Medical College of Virginia

June 14, 2001

In Attendance:

Virginia Cherry (RBC), Joy Galloni (RBC), Suzanne Durham (VUU), Paul Porterfield (UR), Andrew Morton (UR), Keith Weimer (UR), Dywana Saunders (UR), John Ulmschneider (VCU), Tim Williams (JSRCC), Tiffin Cooper (UTS), Charles Lewis (JSRCC), Kip (LVA), Ginger Young (RMC)

Call to Order:

The meeting was called to order by John Ulmschneider at 10:00 a.m. The minutes of the April 19 meeting were approved as submitted with slight corrections.

Installation of Officers elected in April 2001:

John Ulmschneider was installed as President; Paul Porterfield as Treasurer; Keith Weimer as Public Services Chair. John Ulmschneider gave recognition to past officers, particularly Virginia Cherry for her service as President.

Treasurer’s Report - Paul Porterfield

The budget for the 2001 fiscal year has been closed out. The Public Services Committee’s May Workshop has been paid for. There was a $300 overcharge of dues for John Tyler Community College (JTCC). Paul will correspondingly reduce JTCC’s dues for next year. Income for next year will therefore be $300 less than reported in April. Membership dues will be examined for restructuring. (Institutions with multiple campus libraries are charged an additional $300 for shuttle service to each additional campus. JTCC and J. Sargeant Reynolds currently pay $300 for each additional campus; VCU does not pay an additional $300 for MCV. What about the University of Richmond’s additional libraries?)

The Program Committee has been informed of the annual meeting of the Potomac Technical Processing Librarians (PTPL) at the Library of Virginia on Oct. 5. The PTPL board has encouraged RALC members to attend. Cost $30-$40 per person. If 20 people attend the workshop, cost could run as high as $800. Paul would like to know the number of people and get Executive Committee approval to subsidize attendance at this meeting.

John Ulmschneider noted that there is no link for a Budget Committee on the RALC website. Virginia Cherry explained that the Executive Committee also functions as the Budget Committee.

Committee Reports:

Technical Services – Joy Galloni:
The committee met on April 27 at UTS & PSCE at 2:00 p.m. There was a demonstration of in-house binding of paperbacks. The following workshops were announced:

- **Intermediate Book Repair Workshop**, July 26-27 at Library of Va. Registration is limited to 15 people; anyone may attend. Cost is $145.00 per person for SOLINET members before July 5, $155.00 after.

- **Potomac Technical Processing Librarians (PTPL)** at the Library of Virginia on Oct. 5. The PTPL board has encouraged RALC members to attend. Cost $30-$40 per person.

The next meeting of the Technical Services Committee will be held at VUU in October, date to be announced.

**Public Services - Keith Weimer:**

The Spring Workshop, held at UTS on May 11, was a quite successful. Andy Morton delivered a written report of the workshop. Representatives from all RALC institutions attended. Nell Chenault demonstrated the soon-to-be-implemented RALC online union catalog. John Jones demonstrated Human Click, VCU’s “chat” reference software. Lucretia McCulley demonstrated Sideware, similar software being used at the University of Richmond.

Ellen Andes of Richard Blend College is chair-elect.

One possible Fall workshop is a presentation on Collaborative Digital Reference Service, the 24/7 online reference project initiated by the Library of Congress in cooperation with other libraries, both in the US and abroad. Another possible topic involves presentations by a number of non-academic libraries in the Richmond area.

**Film Coop - Dywana Saunders:**

The committee met May 10 at the University of Richmond.

VCU has equipment to clean 16mm films and DVDs. Participating schools should send their films to VCU this summer for cleaning. Every film should be cleaned at least once every three years to prolong its life.

Film ILL statistics are due to Dywana by Aug. 15. Statistics are for the period 7/1/2000—6/30/2001. ¾” (U-Matic) including in house stats should be dropped from the report. New additions should be included.

Summer program will be “How to Analyze a Film,” with general media-related issues also discussed. Jeff Clark from James Madison University is tentative speaker. July 31 or August 2 are tentative dates. Location will be announced.

**Ad-Hoc Committee Reports (delivered via email to John Ulmschneider)**
Scholarship/Internships—John Ulmschneider: The committee is arranging two or three meetings this summer. John hopes to have a finalized report by the end of August. He has finalized a scholarship/internship program at VCU.

SOLINET Workshops - Jim Gwin: The committee is researching SOLINET workshops to see which ones would be locally feasible and worthwhile. Publicizing RALC Program - Tom Ray: The Program Committee has been informed of the annual meeting of the Potomac Technical Processing Librarians (see Treasurer’s Report).

RALC Pass - Nell Chenault: Jeannie Scott and Keith Weimer have prepared a draft of revisions to the lending agreement. Final report will be given in the fall. Survey concerning the RALC pass was distributed to all member institutions. Committee will reconvene in early July to discuss survey results.

RALC Listserv - Andy Morton: The listserv is working well and is secure. Only RALC members can sign up for the listserv. 24/7 Reference – Nancy Newins: Committee delivered its final recommendation. RALC institutions should consider joining Library of Congress’s Collaborative Digital Reference project. John Ulmschneider recommended that the committee continue to monitor issues associated with 24/7 reference.

Nominating Committee Report: Ginger Young was nominated for Vice President and Paul Porterfield for Treasurer. Nominations were accepted by acclaim.

Old Business:

We received a demonstration of the RALC online union catalog. The catalog should become operative in mid-July. Virginia Union University’s catalog still cannot be connected to the database.

New Business:

John Ulmschneider would like agenda items for board meetings to be submitted three to four weeks in advance of the meeting. That way he will have plenty of time to distribute the necessary information. John also plans to establish a schedule of meetings through Summer 2002.

William and Mary is considering joining RALC. They will not necessarily participate in the shuttle. Their catalog is already merged with Richard Bland’s on the online union catalog.

A RALC booth will be established at the Virginia Library Association’s annual meeting in Richmond, October 17-19. The booth will provide information on RALC and Richmond generally. The Public Services Committee will take ownership of this project.

Kip spoke about the serious budget cuts facing the Library of Virginia as a result of the Gilmore administration’s efforts to continue the car tax abatements. John Ulmschneider noted that other academic libraries face similar cuts—though not so drastic as the Library of Virginia’s and urged all RALC members to make their opinions known to their delegates and to the Governor.
Adjournment:

The meeting adjourned. The next meeting will be held in September, date and location to be announced. We will discuss the 2002 budget.

Minutes taken by Keith Weimer