

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
OCTOBER 23, 2006**

Present: Dean Michael Binder, Timothy Mullin, Connie Foster, Jayne Pelaski, Brian Coutts, Cindy Troutman, Carrie Barnette, Haiwang Yuan and Jan Renusch

Minutes: The minutes of the October 16, 2006 meeting were approved as corrected.

Development: The Museum Advisory Council meets tonight, so Carrie is working on materials to coordinate that meeting. She is also working on Book Fest sponsorships with a meeting scheduled with Dollar General on Tuesday, October 24th. The Fruit of the Loom letter is going out this week. Carrie has a meeting with Jack Sheidler next week and a follow-up meeting is taking place with Reynolds, Johnston, Hinton and Pepper and Stupp Bridge.

-Carrie is working on the Kresge Foundation grant for the Clinical Education Complex and she will be in San Diego the week of November 5th through 11th.

Community Outreach: Jayne passed out articles that ran in the DAILY NEWS about lRead. She also mentioned that Diana McQuady had done a book review in Sunday's paper.

-Homecoming events:

Friday, October 27 - 4:30 VIP Reception and UL Grandstand. Truckers will perform in the parade.

Saturday, October 28 - Sue Lynn McDaniel will sign copies of *WKU: The First 100 Years* at WKU Bookstore from 10:00 a.m. - noon.

-On the Same Page kick-off - Nov. 2 at BGPL at 6:00 p.m.

-The UL Signage Policy Task Force Report was distributed and reviewed. (See attached) Haiwang and Jayne will work together to get it on the Web.

-Jayne announced that the Bluegrass Festival of Books planned their book festival on the same day as the SOKY Book Fest - April 21, 2007. That announcement brought about a discussion of changing the date of the SOKY Book Fest.

-Michael reported that the Book Fest student scholarship winner will now sit on the Book Fest Management Committee.

Marketing: The newsletter has received final approval and will be mailed out on October 25 by Effective Mail Marketing.

-The new printed piece for Lynne Ferguson's art exhibit w/prices is complete and has replaced the older version

-The Kentucky Museum Store will have an ad in the Kentucky Monthly Gift Guide this year.

-Request for January newsletter submissions has been sent out.

Deadline for articles/ideas is November 10 (early date due to Holiday Break).

-InFocus submissions were turned in to KLA on Friday.

-All reported faculty and staff achievements were turned in to Doers & Deeds, Echo and Haiwang for UL's online newsletter. As a reminder, please encourage those in your department to send me their noteworthy events for publication in D&D and Echo.

DLPS Report: The first round of training in "lending" took place last week. It consisted of an eight-hour session for Dan Forrest and ILL staff given by Atlas Systems, a training vendor under contract to OCLC. Next week staff will take three two-hour online training sessions for borrowing. Lending through Illiad has already begun. By mid-November we should be able to go live with borrowing.

-The Far Away Places program with David Keeling drew a large crowd on Thursday, October 19. Keeling spoke on the historic role of Turkey as the meeting point between Europe and Asia and its bid to join the EEC.

-Brian spoke with Tom Meacham about designing something to award our 25 year employees and a new certificate for the Margie Helm awards. Friday, December 1st is the deadline for nominations for the Margie Helm awards. There was discussion on a student award. It was decided that one student from each department would be recognized with a certificate and cash award and an invitation to the Holiday Party at the UL expense.

-DLPS hosted a reception for Rosemary Meszaros in honor of her recent Academic Librarian of the Year award on Thursday, October 18.

DLTS Report: Reminder: Students cannot start work until Paula Owens has received clearance from Student Financial Aid for their background check. This will cause a brief delay but it is essential to keep in mind when requesting that positions be filled.

-Acquisitions received 240 communication books from the family of Ed Robertson. Robertson was a professional-in-residence at WKU. Also, we got our first credit from Better World Books that gives us \$75 to be used with Alibris, a used book dealer.

We continue to test and load microforms to TOPCAT. Nelda Sims is currently working on Evans' Early American Imprints, First Series, 1639-1800, available from the American Antiquarian Society.

DLSC Report: The Kentucky Library & Museum was turned down by AHHT for a grant because we have too much money. They want their small grants to be a significant part of a project.

-Sue Lynn McDaniel is hosting the State Records Officer on October 20 to evaluate our RM procedures, and SL and the State Officers will both do training for the Accounts Payable area.

-Timothy was at SEMC last Wednesday through Friday and will be at KTC tomorrow.

-Timothy will be working at the Kentucky Building this weekend.

-There will be a book signing and Western quilt traveling exhibit in DUC for homecoming.

-There will be a food tasting in the Museum Shop for homecoming.

-Timothy will be doing a special tour for the winners of an auction item on Sunday.

-Permission has been given to interview for the Weekend Manager position.

Adjournment: There being no further business before the Council the meeting was adjourned at 12:15 p.m.

For the Council,

Jan Rensch