

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
MARCH 5, 2007**

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

Evelyn Thurman Award: Sean Kinder, chair of the "The Evelyn Thurman Young Readers Book Award" committee presented a proposal and budget to the Council for review and discussion. After discussion the Council referred the proposal back to the committee for further work on the budget and the objective of the award.

Minutes: The minutes of the February 26, 2007, meeting were approved as corrected.

Web & Virtual Library: Haiwang along with Jonathan Jeffrey and Nancy Marshall, went to the "Digital Imaging of Library Material" workshop sponsored by SOLINET at the University of Kentucky's King Library on March 1. Attendees learned detailed information on imaging, such as skills in scanning and other means of digitization, knowledge of scanners, storage and administrative metadata concerning imaging. Haiwang said that what has been learned will be useful in current web and digital library work as well as in planned projects. Using this information Haiwang may do future workshops for UL personnel.

Development: Carrie is working on funding for 2007-2008 library events including Christmas in Kentucky, various Book Fest-related programs and lecture series. She is continuing to identify and approach possible new sponsors.

-Jonathan Jeffrey will be creating an acquisition fund in the Kentucky Library for architecture-related items and equipment, storage and materials needed to support architecture collections. This is a current fund being established based on his previous estate commitment. The fund should be fully endowed in the next five to seven years.

-Dr. Henry Hardin is interested in making a donation of several clocks and other pieces of furniture as part of his estate commitment to WKU. Timothy and Carrie visited with him and shared plans about the Kentucky Building and he was very interested in the gallery renovations. Carrie will continue to follow-up and begin cataloging articles he plans to donate.

-U.S. Bank has committed \$21,000 over three years in support of the Celebration of the Arts Exhibition. She is working with U.S. Bank to determine other uses of some of the funds that they will be giving to WKU. Currently, those funds are split between the museum and athletics. They want to support something else cultural so she is creating a menu of opportunities including other museum and library programs.

-Carrie recruited Broadway Florist to provide decorations for the Meet the Authors reception. She is also finishing up final funding for the Book Fest. The total for 2007 is \$43,300 which is down from 2006 but we lost \$2500 from Greenwood Properties and \$5000 from Delta Dental while gaining \$1000 from Michael K. Bishop and Associates. Carrie has

developed a list of new sponsor prospects for the upcoming Fall into Books as well as other Book Fest potentials to start working on 2008.
-Eagle Industries will be building cases for the Western Room at the Kentucky Building including display cases and a materials case.

Community Outreach: Jayne's report also included Cindy's Marketing Report: Dr. Emily Craig - March 8
MMTH Auditorium at 2:00
Barnes and Noble - KY Live at 7:00
-Far Away Places - March 15 at 8:00
-*April 19 - Student Art Exhibit opens at KYLM - features work by graduating seniors
-Kentucky Writers Conference - Friday, April 20 at South Campus
-SoKy Book Fest - April 20 & 21 - Sloan Convention Center
-1Read - October 15 - 19 - Teen Read Week
Newbery Honor author, Kirby Larson to visit schools on October 15 & 16
-*Fall Into Books - November 12 - 16 - Children's Book Week
Gail Carson Levine to visit schools November 14, 15, and 16 (one appearance at DUC theatre)
*New event
-Jayne distributed an article from the Daily News on the U.S. Bank Celebration of the Arts exhibit that opened on Saturday, March 3. She also noted the coverage in the *Kentucky Monthly* on the SoKY Book Fest.

Dean's Report: Michael and Timothy met with Dr. Burch regarding a national search for a new WKU Archivist and the appointment of Lynn Niedermeier as Acting University Archivist. They also discussed the rental agreement for the Kentucky Building and plans for collection analysis consultants.
-The CLDH will not meet next week due to it being spring break. The next meeting will be March 19.

DLSC Report: Renovation work has begun on the Western Room.
-Timothy reported that attendance at this weekend's events was excellent. 85 Friends of Libraries and Museum and U.S. Bank invitees attended the reception on Friday and 350 community members on Saturday.
-President Ransdell has asked that a portion of the Western 100 exhibit be kept in perpetuity after it comes down as a temporary exhibit.

DLTS Report: Connie is having each staff person prepare a thorough manual of his/her position responsibilities, as if a new person were assuming that position. What is involved? What training is needed? etc. These manuals will document current work and procedures, as well as serve as a guide to be changed as needs dictate. The anticipated completion date for everyone is around mid-April. We will examine the manuals with the possibility of placing on the DLTS Web site in order to share what technical services accomplishes.
-They have also developed a departmental guideline for sympathy situations, which will help them ensure consistency in response to such events. Thanks to the ad hoc committee chaired by Paula Owens, Nancy Steen, Linda White and Janice Haley.

DLPS Report: Lynda O'Connor from H.W. Wilson demonstrated the new Full Text and Education Index Retrospective, 1929-1983 on February 28. Options for acquisition include the SAALCK consortium with a collective 20 users spread among four institutions or a institutional subscription

for one user. Dean Evans from the College of Education attended with Roxanne Spencer.

-Ellen Armour from the Lexington based BWI will be here on March 7 to demonstrate their new Playaway Digital Audiobooks.

-This month's Kentucky Live presenter is State Forensic Anthropologist Dr. Emily Craig, author of *Teasing Secrets From The Dead*. She will speak on campus March 8 at 2:00 p.m. in the MMTH auditorium and then at 7:00 p.m. at Barnes & Noble. A review of her book by Darlene Applegate from the Anthropology Department appeared in this Sunday's Daily News.

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

For the Council,

Jan Rensch