

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
FEBRUARY 11, 2008**

Present: Dean Michael Binder, Timothy Mullin, Connie Foster, Brian Coutts, Haiwang Yuan, Cindy Troutman and Jan Rensch

Minutes: The February 4, 2008, minutes were approved as corrected.

Web & Virtual Library: Haiwang reported that the UL Team Award form is now on the web site. The Macy's Used Book Sale photos are also on the web site.

-Haiwang presented and gave a demonstration of the "Kindle: Amazon's New Wireless Reading Device." Discussion followed regarding adapting for library use.

Community Outreach: Michael reported for Tracy in her absence, that the used book sales were approximately \$14,500 that is \$2,000 more than last year. He thanked all the volunteers for their service.

Marketing: Cindy reported that Amber Rose and Dana Hester will be in concert tomorrow at noon, in Java City.

-Kentucky Live! Healing Kentucky: Healthcare in the Bluegrass State with Nancy Baird will be at Barnes & Noble on Thursday, Feb 14 at 7pm.

-Spring Flower Quilting Workshop will be at the Kentucky Library & Museum on Saturday from 9am - 4pm.

-Albert Bell, winner of the 2007 Evelyn Thurman Young Readers Book Award, will be on campus Saturday. At 11:00 a.m. he will do a presentation for the Super Saturday Kids in Grise Auditorium. The luncheon and the presentation of the check and award will take place in the Kentucky Building at 12:15 p.m. There is a chapter from his book on the web site.

-The deadline for artists to turn in entry forms for the US Bank Celebration of the Arts is Friday.

-Memory, Myth and Magic, Part II of the Writer in Residence workshop will be Tuesday at 5:30 p.m. This portion of the workshop series will be taught by Jennie Brown.

-Gallery Hop brochures were distributed. Cindy noted that the Kentucky Library & Museum and the Ivan Wilson Fine Arts Center are taking part in the event.

PIE Proposal from the Art Department: Brian explained that the Art Department has asked that the libraries be part of their PIE proposal to locate a weaver in a prominent site in the library. The artist will be weaving on a loom for about five weeks during the summer. Discussion followed regarding the location site and what other obligations the library would have.

Dean's Report: Michael said his focus again has been the budget and reductions and staff evaluations. The position of Image Librarian is being held at this time by the Provost.

Department Reports:

DLPS: *Library Facilities Report

- Matt Bogard is back from a week's vacation.
- The elevator serving 1-4 has been out of service due to a lighting strike. A part is on order. There has been a hold up for insurance reasons, which led to a delay in the response.
- *Library Technology Team Update
- Updated three laptops the library utilizes for meetings, community events etc. with software and security updates.
- Installed additional software on a staff computer in the Dean's office.
- Looked over the new OCLC Connexion client for any possible problems in DLTS.
- Set up equipment for a Web Workshop in Helm 201 for DLTS.
- Continued preparing older equipment for surplus and dealt with the usual network printing problems and computer infections of adware and spyware.

DLTS: Payroll has instituted a new policy for student checks. We must put them in the mail after 3 business days of issuance. This process is a positive move because we greatly reduce potential for loss until students pick them up. The mailing address is the one on file as the student's permanent address.

-Deana Groves has been appointed to the American Library Association's Council Awards Committee for a two-year term beginning at the end of the 2008 ALA Annual Conference in Anaheim, CA. Congratulations to her on this key appointment.

-Jan Renusch and Connie had a detailed conference call with SOLINET service representatives to understand better the invoicing process and to find ways to reduce costs. One specific way that telecommunication costs can be lowered is that each person logging into the OCLC system either for ILL, exporting records, or other system searches will log off after use, rather than leaving the system open all day even though the system times out (the connection is still there). There are no longer simultaneous user charges, so the incentive is to log off when not in use rather than tying up the "lines." Connie sent an email to this effect. They are going to provide us with 2006/07 expenditures and see where we stand this year.

-Some of the current, monthly OCLC charges are the following:

ILL fixed fee \$1100

Telecommunications access fee for OCLC systems: \$1273

Monthly Cataloging access \$4136

Of course, we do receive credits for various original cataloging input and deletions and ILL lending credits. We are looking at ways to lessen any charges we can, such as logging off when not using systems and batching cataloging offline.

-Re: TopSCHOLAR

The PIE proposal for TopSCHOLAR is on hold, pending further clarifications regarding recurring costs. bepress has split the annual subscription into 2 payments. Connie is negotiating lower costs in order to lessen impact on the budget in the near future. Additionally, if other state libraries adopt bepress, each library would see up to a 50% reduction in costs.

DLSC: Work on the roof continues.

-Christy Spurlock and Amanda Hardin have worked on a page for FaceBook for the KYLM. She has emailed most everyone for their thoughts on the subject.

-Timothy gave a Valentines talk in London, KY last Friday.

-Jonathan Jeffrey is giving a Valentine's talk tomorrow.

-The Filson Club is using one of the collection portraits, a self-portrait by Clement Edwards, in an upcoming publication, Lessons in Likeness, due out in the fall of 2008.

-Timothy is traveling to Louisville and Delaware doing research on a branch of the DuPont Family that moved to Louisville.

Adjournment: The CLDH's meetings on February 25 and March 10 are cancelled. There being no further business before the Council the meeting was adjourned at 11:50 a.m.

For the Council,

Jan Rensch