Council of Library Department Heads
Minutes - April 16, 2001

Present: Michael Binder, Earlene Chelf, Linda Allan, Elaine Moore, Robbin Taylor, Haiwang Yuan, and Brian Coutts.

Minutes: Minutes for April 2, 2001 were approved.

Dean's Report: Michael reported on the University Libraries' success in receiving funds from CPE Trust Funds. Funding was received for:

- $107,995 Equipment replacement pool for new computer hardware
- $12,500 Instructional Equipment Pool for a proxy server to enable remote access to our databases
- $108,000 Classroom Improvements Pool to replace the carpet in the Helm Library

Total amount of funding from the CPE Trust Funds for 2000-2001 and 2001-2002 is $228,495.

DLPS Report: - Brian distributed the Summer 2001 schedule after it was approved by the Dean. The Helm-Cravens Library will provide extended study hours beginning Sunday, April 29 and running through Thursday, May 3 until 2:00 a.m. Funding is being provided by the SGA. Staffing is being provided by DLPS volunteers.

The Helm-Cravens Library will also provide evening hours during the May interim on selected Mon-Wed periods from 4:00 p.m. until 8:00 p.m. For the first time ever the Glasgow Library will be open during the May interim from 11:00 a.m. -4:00 p.m. Monday-Thursday.

DLATS Report: Linda reported the following TOPCAT statistics:

- Bibliographic records 493,387
- Item records 582,080
- Withdrawals 367

Development Report: Robbin advised that all payments in support of the Book Festival ($34,900) except $2,250 have been received.
She also distributed the most recent report on WKU Foundation Accounts.

All faculty/staff volunteers for the capital campaign have been contacted.

Renewals of membership for Friends/Associates will be shifted to an annual basis. Todd will be handling all thank you notes.

**Marketing and Special Events Report**: Earlene reported that the Southern Kentucky Festival of Books was an overwhelming success.

Sales totaled $35,000 with WKU’s share expected to be about $7,000.

The planned golf tournament has been canceled.

The auction of the bookshelves decorated by various community groups will be held Friday, May 11 at 7:00 p.m. in front of Famous Barr. David Chelf will be the auctioneer.

The Friday night "cocktail party" during the festival was also very successful with a profit projected at about $4,000.

CLDH expressed its profuse thanks to Earlene and Jayne for their extraordinary efforts in making this year’s festival so successful.

Other National Library Week events enjoyed similar success and council commended Sean Kinder and his committee for their fine work.

The Faculty Author's Reception held the Thursday prior to NLW was also a huge success drawing a near record number of 94 participants with such added features as Web Sites, music and art folios as well as the first participation by student authors.

This year's Library Awardee was Nancy Minix from the College of Education who gave a very moving acknowledgment of the role of libraries in her life and career. Council extended its thanks to Bryan Carson and his committee.

**Electronic Information**: Elaine announced forthcoming BellSouth Workshops.

The RFP for the KYVL databases has been released. The Collections Committee, which she serves on, will be meeting in Frankfort on Monday.

She also gave a detailed report from the E-Books Conference held recently in Cincinnati.

**Web and Virtual Library Report**: Haiwang advised that final preparations had been made in digitizing slides for the next Far Away Places workshop on Germany.

TIP has added updated news coverage from moreover.com. The first rebate from Ask Jeeves has been received.
Haiwang will be part of Western's delegation to China in May.

For the Council,

Brian E. Coutts