Council of Library Department Heads
Minutes - February 26, 2001

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

Minutes: Minutes for February 12, 2001 were approved after corrections.

Dean's Report: Michael asked Department Heads to solicit additional volunteers for the Book Festival.

DLSC Report: Riley advised that another "heat breakout" forced personnel to turn the heat off again. The problem may not be solely with the compressor but may involve thermostats.

DLPS Report: Brian reported that Carol Watwood gave a workshop on Westlaw February 23. She demonstrated some of their new keyword functions.

He also distributed recent "Extended Hours Statistics 1998-2000," developed by his office. They show an average of 500-600 students using the library on Friday and Saturday nights after 5 p.m.

Based on recent discussions with the University Attorney, we continue to explore options concerning the damage done to collections by a group of juveniles last fall.

DLATS Report: Linda advised that May 21 is the tentative date for the next VOYAGER update.

She also noted that MidAtlantic of Colonial Heights, Virginia has been awarded the new binding contract which starts in April.

Development Report: Robbin reported that funds raised to support the Book Festival total $32,400.

Other developments include a $6,000 commitment from Firstar Bank for the next 3 years. Jim Smith at Wendy's will provide $3,300 to pay expenses of Dick Schaap, a featured author.

Sara Tyler left $5,000 in her will to support the Helm Library and Reference Funds.

May Department Stores (parent of Famous Barr) donated $1,000 towards support of the African American Folk Art Exhibit.

Marketing and Special Events Report: Earlene advised that the "Famous Barr" sponsored used book sale netted $4,200 for the Book Festival.
Planning continues for the "Hooks for Books" golf scramble scheduled for April 21.

Dick Schaap, ESPN sports announcer, will be one of the headline authors for the Book Festival. His latest book *Dick Schaap: Flashing Before My Eyes* has been published. Schaap is the author of more than 30 books.

Planning is also ongoing for the "Meet the Authors" reception to be held in the Kentucky Building the evening before the Festival. Tickets will be $40 a person.

The National Library Week brochure is at the designers.

**Electronic Information:** Newsbank, our vendor for the online version of the Courier Journal awaits a final resolution of the Tasini vs New York Times case before they will know if they can supply back files of the paper.

**Web Site and Virtual Library Report:** Plans are being developed for updates to the library's Web pages.

Last Friday, Haiwang conducted a workshop on Dreamweaver.

A new Web page highlighting our "Far Away Places" series has been added.

The Southern Kentucky Festival of Books Web site is being continuously updated as new information about authors and events is developed.

Plans are underway for National Library Week Web site.

Haiwang has been appointed as the new Co-Chair of the KYVL Information Literacy Committee.

**Task Force on Internet Cataloging:** All departments reported favorably on the Task Force's recommendations. The Dean will advise faculty/staff by e-mail of the new policies.

**Task Force on E-books:** Michael appointed the following individuals to review e-books at WKU: Jack Montgomery, Ruth Kinnersley, Elaine Moore, Jonathan Jeffrey, and Haiwang Yuan.

Brian distributed information about ABC-CLIO's new electronic reference books.

**Task Force on Performance Indicators:** Michael appointed Ruth Kinnersley and Jack Montgomery to review the University's recently published performance indicators and see where they might be applicable to libraries.

For the Council,

Brian E. Coutts