Present: Dean Michael Binder, Connie Foster, Timothy Mullin, Brian Coutts, Haiwang Yuan, Bryan Carson, Jennifer Wilson, Tracy Harkins and Jan Renusch

Minutes: The January 25, 2010, minutes were approved as submitted.

Web & Emerging Technologies: Haiwang submitted changes to the redesign of the Libraries' Home Page to HitCents last week and demonstrated to CLDH the new prototype with the changes: relocation of pictures and renaming of some of the headers. A suggestion to change "Teachers' Resources" to something like "Education/Workshops" was made to facilitate such users as those who look for camps and workshops sponsored by the Kentucky Library & Museum. A group from WKU Libraries met with HitCents on the development of the Online Shopping service last Thursday morning at HitCents' headquarters. Present at the meeting from the Libraries were Dean Binder, Timothy Mullin, Haiwang Yuan, Jennifer Wilson, Deborah Cole, and Lynn Ferguson. Beth and two other developers from HitCents took notes of our input. The Libraries' group will meet to work out a blueprint of the Home Page for the Online Shopping interface and get back to HitCents so that they can start programming. Timothy will call and coordinate the meeting.

Because the migration to Voyager 7.0 won't be completed until August, TOPCAT will not be featured in the WKU iPhone app to be launched in early March. They are working hard to get the app to feature WorldCat instead. To do so, Haiwang has registered on the OCLC WorldCat Search API (Web Service) Web site in order to get its W(worldCat)S(search)key to be coded in the Open Source XML required for the app. Haiwang is expecting response from OCLC and will keep University IT developers and the CLDH informed.

Haiwang is working with Tracy, Kristie and other SOKY Book Fest partners to update the event's Web site with new information.

Community Outreach: Tracy thanked everyone for soliciting WKU Libraries volunteers for the Macy's Used Book Sale. She passed out the new Book Fest bookmarks and asked anyone if they have locations to distribute them to please let her know and she will get them a supply. She said that they have closed reservations for authors for Book Fest and anticipate having about 125 total. Tracy assisted Bryan Carson with the recent Big Read grant application which he is in the process of submitting. She also mentioned that the Dean has encouraged her to do more outreach activities on campus for students and she is in the process of planning a June reading event with a successful WKU alumni author (Jennifer Bradbury of "Shift") in conjunction with gifted studies.

Marketing: Jennifer continues working on preparation for US Bank Celebration of the Arts exhibition coming up at the end of the month. She is in the process of communicating for a second time with last year's sponsors before she moves forward to new prospects. She is also working on various ads and promotional pieces for the art show. She passed along a copy of a magazine called American Road which highlighted the Duncan Hines exhibit at our museum along with other regional attractions. Malissa Butler at the Convention and Visitors Bureau is great about giving us updates regarding national and regional publicity for the Kentucky Museum. Jennifer mentioned that she is planning on attending a Social Media seminar and has extended an invitation to Amanda Hardin. Mike suggested also asking Sandy and Christy at the museum
as well. Jennifer says she is trying to get to Owensboro soon to take a few pictures for the Owensboro rack card being developed. The poor weather and schedule conflicts have delayed travel.

**Grants & Projects:** Bryan reported that the IMLS National Leadership Grant proposal and the Big Read grant proposal will be submitted on the 1st. Part of the Big Read proposal had to be mailed; this was done on January 29. There was a discussion of the type of metadata that would be used for digitized manuscripts and letters if we get the grant.

**Dean’s Report:** Mike said that he has been keeping Dr. Burch informed of the Libraries schedule in view of the snowy weather. Dr. Burch thanked him for his efforts. The next CLDH meeting is canceled due to conflict with a Provost candidate interview scheduled date and time.

**Department Reports:**

**DLSC:** Solid Light completed The Development Booklet for the Horse Exhibit. Museum/Development will be meeting with Solid Light on Thursday, February 4th at 9:00 am to discuss the next phase of planning and design for the Horse in Kentucky exhibit.
- The schedule for the US Bank Art Show is: Art work delivered on February 19th, artwork hung February 22-26, preview party February 26 and opening party and awards presentation February 27. Volunteers are needed for all phases.
- Plans are moving ahead on extending the knee wall in the main gallery which overlooks the garden gallery.

**DLTS:** Connie said they are considering EDI file transfers for acquisition orders and invoices with Coutts Library Services, as they are an EDI partner with Ex Libris. This means that information can go from Voyager to Coutts directly without logging in to a second system with few exceptions. This process is similar to the one in use by serials for invoicing and claims with EBSCO with proven and dramatic time saved.
- The CoLibri machine was not logged in at the company so it’s cleaning and shipment was delayed. The company found it and will clean and ship free of charge, with only a charge for the heating bar which needed to be replaced. We are exploring PIE grants for MARCIVE name and subject authorities; we continue to find the best label printers that will replace the dot matrix and Deana has a contact to pursue.
- The first Electronic Information Resources Committee meeting to assist Amy Slowik with the chairing responsibilities is February 3 at 2:00 pm.

**Library Technology Team**

**DLPS:** installed all necessary software on new Faculty pool computers delivered to Amy Slowik and prepared laptop for use; re-imaged instructor's computer in VPAL lab and computer in Cravens 100, then installed additional software on both computers; still working with Student Technology office to solve login problem on wireless laptops patrons check out; waiting for replacement hard drive for one staff computer at ERC, all software will need to be reinstalled, began reinstalling hardware and software on three microfiche/microfilm/ opaque scanner-reader-printer computers in Periodicals. Hard drives on Paula Owens’ and Ellen Micheletti’s computers crashed; IT is trying to restore and replace. The print release station in Reference is working fine for students. We should realize some savings from this installation in the near future.

**DLTS:** worked to resolve problem with hard drive on one staff computer in Department Head’s office - awaiting replacement hard drive and then we will reinstall all software. Next transition is to re-do student computers in KL, DLTS, etc., from Novell to AD.
Glasgow: two replacement computers for Circulation Staff have arrived; software will be installed after computers receive inventory control numbers, still working with Student Technology office to resolve login problems on two wireless laptops.

Owensboro: Networking – finished installing the network outlets in the Library room and all computers are now working.

Systems: Joshua is working on a long-term project with Nelda and Susan on the bindery maintenance function in Voyager, continued with Active Directory additions and deletions, including migration of Library student assistants into a single AD group rather than specific departmental groups. Compiled a TDnet usage report, comparing December 2008 to December 2009, finished an OCLC holdings project that checked holdings for 775 titles in this group for a total of 1500.

DLPS: Owensboro Campus Library – The newest branch opened last Monday. Rob has already had a number of patrons and a request for instruction. Darlene Malosh part-time Library Assistant started work on Wednesday and we’re reviewing applications for a part-time student assistant. Rob will serve as the courier transporting books, periodicals and mail once a week to Owensboro.

-Snow Leads to Closing - Heavy snows prompted the closing of the Helm-Cravens complex, the ERC and all branch campus libraries on Saturday. Operations resumed on the main campus at 1:00 p.m. on Sunday. The Helm-Cravens Library stayed open on Friday night until 8:00 p.m. despite limited staff and difficult weather conditions. Thanks to Doug Wiles for coordinating weekend staff.

-Kentucky Live! - Dr. Ron Fritze, Dean of Arts and Sciences at Athens State University, Alabama will be our featured speaker on Thursday, February 11 at 7:00 p.m. at Barnes & Noble. The author of the widely discussed new book *Invented Knowledge: False History, Fake Science and Pseudo-religions*, Ron will talk about “Prince Madoc and the Welsh Discovery of America” including a climactic battle near Louisville, Kentucky.

-Creative Student Art - Prints selected by the Fine Arts Committee from the December “Art Club” print show have been framed and will be hung in the main campus library and in the Owensboro library.

Adjournment: There being no further business before the Council, the meeting was adjourned at 11:50 am.

For the Council,

Jan Renusch