Present: Dean Michael Binder, Brian Coutts, Timothy Mullin, Deana Groves, Bryan Carson, Tracy Harkins, Jennifer Wilson, Josh Hawkins and Jan Renusch

Minutes: The April 19, 2010, minutes were approved as submitted

Announcements: Inflation will be included in future budgets as a fixed cost. The 2010-11 budget amount is $149,000 which will be divided $14,336 for books and $134,664 for subscriptions.
- Mike met with Alex Downing Monday morning regarding support for the Horse in Kentucky exhibit. The College Heights Foundation will front the cost of the Movie at $75,000 to be repaid as contributions for the exhibit are received.

Development: Josh reported on the upcoming visit to campus by Mrs. Jane Beshear. The purpose of the visit is to tour the KY Museum, discuss the Horse in Kentucky Exhibit and give an interview for a “View from the Hill” segment. Josh gave an update on the Dollar General proposal (decision made in mid-May) and HIK prospects.

Community Outreach: Tracy reported on the upcoming author program with SCATS and Gifted Studies in June. Author Jennifer Bradbury who is a WKU alum will be speaking to the SCATS campers about her book Shift. Tracy said they have received a $500 PIE grant for the program. She also announced there is a wrap up Book Fest meeting this week at the Carroll Knicely Conference Center to review the expanded section of the facility and see if it would work for next year’s event. Tracy is also working on acquiring some small grants for Book Fest and is seeking an author for the One Book program for fall since they did not receive the Big Read grant this year.

Marketing: Jennifer distributed the latest Collections and Connections newsletter. She said the MAC nominating committee is meeting that afternoon at Ron Hatcher’s horse farm to discuss new council members and new officers. She is planning on organizing the committee for the fall MASTER Plan Snacks in the Stacks event held the week prior to school. Dan Forrest and Jennifer have been communicating to discuss membership cards being issued at all branches of the libraries. Ads currently being worked on include View from the Hill magazine and World Equestrian Games booklet ad. Jennifer mentioned a couple of different main message ideas and Mike suggested promoting the new homepage on the ad. On the topic of Jane Beshear coming to the Kentucky Museum, Jennifer volunteered to arrange for Clinton Lewis, WKU Photographer, to be on hand if possible for taking pictures.

Grants & Projects: Bryan reported that he has met with Jeff Hook at the Center for Research & Development regarding our proposal to jointly develop with the WCPL an Economic Development Library at the Center. We are currently in negotiation for space, which is a prerequisite to obtaining grant financing for construction and other startup costs.
Department Reports:
DLTS: Deana Groves represented DLTS for Connie who is at the ELUNA Conference in Fort Worth, TX.
- Amanda Drost will be co-presenting at the Ohio Valley of Technical Services Librarians, May 19-21, on “FRBR & FRAD for Dummies.”
- With people potentially losing their work files when computers get infected or hard drives crash, Connie wants to remind people that there is a “P” drive on which to archive or store information that is not connected to our hard drives. She strongly encourages people to consider this space. Click on “My Computer” and then “P” Drive. Create your own folder for storing items.
- Nelda Sims and Deana Groves are in the final stages of requesting a test batch file to determine cost of the MARCIVE authority conversions for names and subjects.
Dean's offices: resolved issues in using CD read/write drive in computer, conferred on issue between MS Office Publisher 2007 for Windows and MS Office Word 2008 for Mac.
DLTS: hard drive replaced on 1 staff computer in Bib Access reinstalled all software after image drop, re imaged and reinstalled all software on 1 staff computer in Acquisitions unit to resolve hardware issues, updated java to resolve issues w/ bindery software and Web version of OCLC Connexion client, updated Access report template for printing claims/invoices.
DLPS: dealt with Reporter issue on computer after MS Office suite was upgraded.
DLSC: updated and installed new version of Dreamweaver on 6 computers, updated software on 5 computers, continued working on replacing computer for scanning station and swapping out other computers.
Systems: Josh worked on the 099 filed Cataloging project, KULS updates, a database report for DLTS, a report for the Leisure Magazine Committee, circulation reports for VPAL, OCLC cleanup project, AD updates.

DLSC: Nancy Baird has announced her retirement effective June 30, 2010. The search process has already begun for her replacement.
- There are two receptions on Saturday for the Senior Art Show and the Senior Interior Design Show.
- Amy Eckhart has renewed interest in help from the museum for the Confucius Institute. This will be a major effort over the next year.
- Timothy will be doing appraisals at Riverview for their festival this weekend.
- The Timeline portion of the exhibit in Western 100 has been taken down to make way for a Horse in Kentucky Exhibit teaser.
- Deborah Cole is still working on descriptions and pictures of items to be offered on line.

DLPS: Flooding - Heavy rains on Saturday and Sunday, May 1st and 2nd caused the water to rise to several feet deep on Cravens ground floor and flooded the elevator shafts. Doug Wiles called facilities maintenance and helped lower the flooding by opening all access doors. Doug and Eric also monitored other flooding problems in the building. The Center for Leadership Studies has been
relocated to Cravens 111 until their office area has been cleaned and some of the damaged equipment replaced.

- Alexander Street Press Webinar - Amy Slowik coordinated an hour long webinar on the recently acquired Civil War Databases, History on Video, and North American Women’s Letters and Diaries on Friday, April 30 at 1:30 p.m. in the VPAL Lab.

- NAVITAS - Dan Forrest represented UL at a meeting with people from NAVITAS on Monday, May 3rd in Wetherby. Students from NAVITAS will be issued WKU ids and 800 numbers so they will appear in Banner and Voyager as regular students. The first cohort will arrive in September, 2010.

- New ERC Planning - Brian, Eric, Roxanne, Ellen and Professor Barbara Fiehn of the School of Teacher Education met May 5th at the ERC to review plans for the new ERC. A proposed tour of the Education Building will be rescheduled for August.

- Reference Remodeling to Accommodate Confucius Center - Eric, Bryan and David spoke with representatives from Happy’s, the vendor who will be handling the furnishings order for the new reference area, on Friday, May 7th. Once the order is submitted it will take 4-6 weeks for the furniture to be delivered. The reference desk will be moved to the area behind the jump circle in the reference room.

- Retirement Party for Gay Perkins - UL Faculty and Staff organized a May 6th party for Gay Perkins who is retiring on June 30 after 22 years of service as a DLPS faculty member. Special thanks to all who helped make it such a memorable occasion.

- ALA Elections - Brian has been elected to a two year term on the Executive Board of the Law and Political Science section of ACRL in the recent ALA elections.

- Search Committee for Business Librarian - Rosemary Meszaros and the Committee have selected three candidates for interviews. They are awaiting approval from the EEO office and hope to schedule visits in mid-May.

**Adjournment:** There being no further business before the Council the meeting was adjourned at 11:30 a.m.

For the Council,

Jan Renusch