Council of Library Department Heads Minutes

September 9, 2002

Present: Michael Binder, Nancy Baird, Earlene Chelf, Brian Coutts, Rose Davis, and Haiwang Yuan.

Minutes: The minutes for April 26, 2002 were approved with corrections.

Announcements: The University’s September 11th Commemorative program will be at 7:30 am at the Kentucky Building.

Dean’s Report: The Dean met with the Collections and Connections editorial board on Sept. 6. Due to the possibility of including advertising there will not be a Fall issue.

DLPS Report: Brian discussed the plumbing problems in Java City and a leak on Cravens 9th floor. Contractors are very close to completing the installation of the most sophisticated fire safety system in the region. A training will be held after the system is completed. Dan and Doug are investigating the addition of a new book drop for the Helm entrance. The emergency waiver for the Extended Campus Library Assistant staff position has expired and Brian is in the process of filling that position with a permanent staff member. Interviews have been conducted with three candidates for the two Staff positions in Periodicals. Kath Pennavaria has resigned as Glasgow Campus Librarian effective the end of the Fall semester. The search committee will be Beth, Terri, Anna Wilson (Glasgow), and Haiwang, with Beth as Chair. The DLATS Dept. Head Search Committee has sent its recommendation to the Dean. Helen Crocker will speak at the Kentucky Live program, Thursday, Sept. 12. Jeffrey Samuels will speak on Sri Lanka, at the Sept. 19 Far Away Places program. DLPS’s student assistant is designing the 2003 Far Away Places postcard. Coca Cola will continue to underwrite this program series. Sept. 26 Sandy Stabell will present “Antiques and Collectibles” as part of the Bell South series. DLPS has decided not to continue the Bell South programs. The grant funding will be directed toward a different program in 2003.
**DLSC Report:** Nancy distributed a list of activities scheduled by the Kentucky Library and Museum (distributed with the Aug. 26 minutes). She commented on the TV news report of mold in the Fine Arts Center and stressed her concern for the continued problem of mold in the Kentucky Building. There are several dehumidifiers throughout the building and staff are constantly having to wipe down the books. Brian discussed the benefits of the ozone units which were installed in Helm Ground to keep down the mold. He will give Nancy information on the ozone units. Nancy requested a follow-up report on the Smart Board orders. Brian will meet with Jue, David, and Rose to develop a list of equipment to be installed and develop a priority for installation.

**DLATS Report:** Rose announced we will be hosting three SOLINET workshops in the INFOLAB in October: Making the Connexion (Oct. 2) and OCLC Connexion (two sessions Oct. 3). For hosting we receive two free registrations for each workshop. DLATS Staff will be attending each workshop. **Connexion** is OCLC’s new web-based service for cataloging. We will be required to migrate to this service by Dec. 2003. Jack has been invited to perform with the Lost River band in Louisville on Sept. 25 during the filming of a Public TV music program which will be part of a “KY Artists Series” broadcast. The Social Sciences Catalog Librarian search is in the final stages.

**Marketing & Special Events Report:** Earlene reported on the promotions for the 9/11 program and Sept. 15 opening of the Photojournalism student’s 9/11 exhibit. A good turnout is anticipated for both programs. A huge flag, purchased by President Ransdell for the 9/11 program from the Bailey’s Flag Company in Russellville, was hung on the front of the Kentucky Building by Facilities. Information for the KLA Academic Libraries Section newsletter was being compiled and was to be submitted to the newsletter committee by Sept. 12. Work is being done on the mailer for the Folk Music Festival. Earlene discussed the 9/11 program with Gene Prather, WBKO, and scheduled interviews for the Noon Show. Promotional items for the Whitey Sanders exhibit will include t-shirts, coffee mugs, and small prints for autographing. He has created several cartoons especially for this exhibit which will be used on the promotional items and publicity. A Museum Advisory Council member provided funding for a Kentucky Museum ad which will be in each of the football programs.

**Web & Virtual Library Report:** Haiwang reported following updates to TIP: removed the link to 21 Main Street (web site no longer exists), the 9/11 commemorative site added, News and Events updated. The Kentucky Information Service was checked. The Mammoth Cave project Phase 1 is moving along. Two people have been added to compile and enter data and scan pictures. Three computers have been ordered. A student assistant has been hired to help Sandy with this project. Phase 2 will be led by Sue Lynn with Haiwang and
Jue’s assistance. Materials for this project will come from Mammoth Cave and the Kentucky Library & Museum. Haiwang announced that he received a Faculty Scholarship Grant to assist with his travel expenses while conducting research for his contribution to an encyclopedia on Chinese culture.

For the Council,

Rose Davis

NOTE: No Council meetings Sept. 16, 23 and 30.