Central New York Library Resources Council

Library Resources and Services

August 16, 2011

1 – 3 p.m., Colgate University Library

**Present:** Peg Elliott (OCPL), Deb Lewis (OCPL), Christine Kucharski (Upstate Medical Center), Mike Poulin (Colgate), Nancy Virgil-Call (Utica College), Steve Weiter (SUNY ESF), Deirdre Joyce, CLRC liaison, Debby Emerson, CLRC.

**Excused**: Bev Choltco-Devlin (Mid-York), DeAnn Buss (SU.)

In the absence of the Chair, Debby Emerson called meeting to order at 1:15 p.m.

**Action Items:**

1. Debby
   * Send out initial information about availability of member RBDB grants
2. Claire (CLRC Emerging Technology Specialist)
   * Develop web-based application form for member to use in submitting their applications
3. Debby/Deirdre
   * Send new web-based form out for committee review before posting on website
4. Debby
   * Look into pricing/trial for Newspaper Archives as potential replacement for NewsBank
5. Debby
   * Get clarification on wording in state guidelines, “Communications disciplines shall be compatible with such disciplines used by the New York State Library, and shall be approved by the Commissioner.”

**Minutes July 15, 2011:**

Mike Poulin made a motion to approve the minutes as written, (Second – Deb Lewis/Approved).

**Agenda Items:**

1. Updates
   * NewsBank: Subscription has been renewed for 2011-2012 year. OCPL will not continue after June 2012. CLRC will explore consortial pricing without OCPL, hoping the vendor will offer a discount, but this is unlikely. Peg Elliott suggested Newspaper Archive as a possible alternative and Debby will look into the cost and the possibility of a trial. The committee will think about other possible databases or other projects that could be funded with the money currently expended on NewsBank. There has been an understanding that if any of the major subscribers dropped out, it was unlikely that CLRC would be able to continue subsidizing the NewsBank subscription.
   * NY3Rs partnership with Lyrasis: the NY3Rs, as a group, continues to pursue the possibility of partnering with Lyrasis to offer discounted pricing on database subscriptions for member libraries (similar to the previous arrangement with WALDO). The turnaround time was too quick to be effective for our members’ August renewals. Lyrasis was able to provide quotes to some libraries for some databases, but the prices were not significantly better than those offered by WALDO and there was no real incentive for members to switch providers. NY3Rs will continue to pursue pricing for upcoming renewals.
   * Website: The group looked at the new CLRC website at its test site ([www.oddida.com/clrc](http://www.oddida.com/clrc)). CLRC is working with an IT specialist to develop a database application that will be fully integrated with the website. The application will be finalized at a meeting on 8/18/11 and debugging will begin. CLRC expects the new website will go live by mid-September, will a formal release at the CLRC Annual Meeting on October 6. The three feeds on the right on the home page reflect news, events, and jobs. There was a concern that the “jobs” feeds might overshadow our news and events. CLRC will make sure the number of job feeds is limited, or possibly remove that feed from the home page. The was also a concern that the social media links at the top right of the page are very large; committee members asked if these could be smaller. CLRC is taking care to test the website in a variety of browsers and has conducted a survey to determine which browsers are most used by the members. The most heavily used browser was Internet Explorer, followed by Firefox. Several respondents indicated that they used IE not by choice, but because it was the only one supported by their institutions.
2. Member RBDB Grants
   * Amount: Up to $35,000 could be awarded. Rather than list a specific amount, the committee felt it best to open the application process and see what members apply for. Funds that are not awarded as member grants could be used by CLRC for additional continuing education programming or for other projects with LRS committee approval. It needs to be clear that applications may not be fully funded. The committee felt it would be helpful for applicants to have some indication of realistic grant requests, and suggested a statement such as “Projects in excess of $xxxx will not typically be fully funded”. If there are many worthy applications, there is an option to provide partial funding for multiple projects. This would be an opportunity for CLRC to fund more initiatives.
   * Timeline: Information will go out as soon as possible, with applications due at the end of October (October 31). LRS will meet in November to review the applications and make recommendations. The CLRC Board of Trustees will review at their December meeting and make the final decision. Mike Poulin pointed out that the current timeline is difficult for academic libraries, as they are beginning a new semester when the application process starts. They have time over the summer to prepare grant applications, but not during the fall semester. Debby felt that CLRC could push up the timeline in future years. Since the CLRC budget is approved in May, the amount available for member grants would be known and the process could be started in June. This would give academic libraries time to prepare their applications when they are not so busy.
   * Criteria: The emphasis for member grants should be on projects that have significant local or regional appeal.
     + Use wording such as, “All projects meeting the state guidelines will be considered. Special preference may be given to materials of local interest”. Proposed wording will be sent out to the committee for review before posting.
     + For retrospective conversion projects, the applicant must agree that records will be submitted to WorldCat. Since CLRC no longer has the Towpath regional catalog, putting the records in WorldCat is the only way to ensure they are available to all members.
     + For digitization projects, collections should be unique local history items that will be of regional interest.
     + CLRC should post a list of prior grant recipients and the amounts awarded. This would be helpful to members as they decide whether or not to apply.
   * Process
     + CLRC will create a web form for members to submit their applications, simplifying the application process and reducing the need for multiple printed copies.
     + CLRC will immediately post an initial announcement of the availability of member grants, asking members to think about potential projects and encouraging them to watch for the application form to be posted.
     + Project narrative will be limited to 3 pages.
     + Applicants will need to fax or send PDF of the application cover sheet, with their signature.
     + CLRC will create contract for those receiving awards.
     + Web form will be sent out to committee for review, then posted on website as soon as possible.
3. Other
   * The committee will have a WebX meeting on September 27 to review the new CLRC website before it goes live. [Time and date for this meeting are under review]

**NEXT MEETING: November 15, 2:00 p.m.**

Peg Elliott made a motion to adjourn at 2:50 p.m., (Second: Mike Poulin/Approved).

Respectfully submitted,

Debby Emerson