**CLRC Resource-Sharing Committee Meeting**

January 17, 2012

12:00 pm at CLRC office

**Present:** Betsy Burton, (OCPL) chair; Cathy Bauer (OCC); Alyssa Tassone (Cazenovia Public Library); Katherine Denhardt (SRC); Anna Dobkowski, liaison (CLRC)

**Via Telephone:** Marilyn Cook, (Morrisville State College)

**Excused:** Rebecca Kindon (SUNY Upstate)

**Welcome:** The committee welcomed new member Katherine Denhardt and each member spoke about their job responsibilities. Each member was reminded of their committee term. Cathy Bauer has agreed to serve a second term.

**Action Items:**

* All Presenters for workshop
* Anna Notify directors of MISP funds
* Marilyn Reserve the Greenhouse Room and contact catering for June 8, 2012.
* Katherine Ask if she or a colleague can present *A Day in the Life of a Special Librarian* at the workshop
1. Minutes from July 19, 2011 committee meeting were approved with a motion by A. Tassone, second by C. Bauer.
2. **2012 Interlibrary Loan Workshop Review:**
	* We will return to Morrisville State College on June 8th. The college is centrally located for our region. The Greenhouse room was a good size for the group and an easy walk to the dining hall. We will make sure the air conditioning is turned on prior to the workshop. The largest complaint from last year was the room temperature.
	* It was agreed that the day’s schedule needs to be shortened. The day will run from 9:00am to 3:00pm. The committee felt that 2 sessions in the morning and one in the afternoon would be sufficient. The open sharing session is very popular and should be allotted even more time this year. It will be the first session after lunch.
	* Possible 2012 workshop topics
* A Day in the Life of…
* Updates: Delivery, CCDA, OCLC, Illiad
* Docline for Non-Medical Librarians
* Copyright Clearance Center
* Lending E-books
* OCLC e-book program
* Databases: vendor panel
1. **Fall Workshop:**

The committee will follow-up on any topic that was not covered at the June Workshop, or found to be of interest from a survey at the workshop, for a fall class sponsored by the committee.

1. **MISP:**

The committee discussed member under-usage of the Medical Information Services Program funds. They felt the best way to notify the ILL group was to remind them directly in an email and explain how to submit their requests. Anna has been notifying each resource-sharing contact annually but the committee felt that the library directors need to be aware/reminded of the available funds. ***(Partially through this agenda item, the phone connection for Marilyn was lost. She was not able to re-join the meeting.)***

1. **Bibliographic Services Manual:**

CLRC had created a user-manual (latest version dated 2004) for member interlibrary loan procedures and information. The committee discussed some of the information in the manual and felt it should be updated and available to the membership as a resource on the CLRC website. Anna will edit the manual and pass it along to each committee member for their input.

1. **Next Meeting:** March 13, 2012 at 10:00 am via teleconference *[Meeting postponed to 4/03/12]*
2. **Adjourn:** C. Bauer moved to adjourn the meeting. Seconded by B. Burton. Approved.