



ASSOCIATION OF SOUTHEASTERN RESEARCH LIBRARIES

Meeting Minutes

ASERL Fall 2005 Membership Meeting

November 14 - 15, 2005

Atlanta, Georgia

Present:

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| Air University | Shirley Laseter |
| Auburn University | Bonnie MacEwan |
| Clemson University | Joe Boykin |
| Duke University | Deborah Jakubs |
| East Carolina University | Darryl Davis |
| Emory University | Linda Matthews |
| Florida State University | Althea Jenkins |
| George Mason University | John Zenelis |
| Georgia Public Library Service | Lamar Veatch |
| Georgia State University | Charlene Hurt |
| Georgia Tech | Rich Meyer |
| Louisiana State University | Jennifer Cargill |
| Mississippi State University | Frances Coleman |
| Tulane University | Lance Query |
| University of Alabama | Lou Pitschmann |
| University of Alabama, Birmingham | Fred Olive |
| University of Central Florida | Barry Baker |
| University of Florida | Dale B. Canelas |
| University of Georgia | Bill Potter |
| University of Louisville | Hannelore Rader |
| University of Memphis | Sylverna Ford |
| University of Miami | Bill Walker |
| University of Mississippi | Julia Rhoads |
| University of North Carolina - Greensboro | Rosann Bazirjian |
| University of South Carolina | Marna Hostetler |
| University of South Florida | Derrie Perez |
| University of Tennessee | Aubrey Mitchell |
| University of Virginia | Dianne Walker |
| Vanderbilt University | Paul Gherman |
| Virginia Tech | Eileen Hitchingham |
| Wake Forest University | Lynn Sutton |
| ASERL/SOLINET | John Burger |
| HBCU Library Alliance | Lillian Lewis |
| OCLC | Lorcan Dempsey |
| SOLINET | Tim Cherubini |
| SOLINET | Kate Nevins |

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Monday, November 14, 2005

1. Welcome & Introductions

ASERL President Paul Gherman welcomed the group. The agenda was re-arranged to accommodate speakers' travel delays. Participants introduced themselves.

2. Discussion: Update & Discussion of Potential Collaboration with HBCU Library Alliance - Lillian Lewis

Lillian Lewis reviewed the accomplishments to date of the HBCU Library Alliance, including the ongoing Leadership Development program (funded by the Mellon Foundation) which is a 2-year grant to provide training, mentoring, and site visits for future leaders within HBCU libraries. In 2006, the group will launch an "Exchange Program" to provide 2-week on-campus visits for HBCU library leaders at other academic libraries. Lillian asked ASERL members to consider serving as a host/mentor. Hosts need to provide housing and opportunities for the mentee to learn about our organization. There was some discussion about how to handle logistics of this - options for housing, payment of expenses vs. a stipend, possible liabilities, etc. Most ASERL libraries expressed interest in supporting the project; Lillian will be back in touch as the program develops.

3. Discussion: Needs for Marketing Information/Training? Institutional Repository Training? - John Burger

As a follow-up to previous discussions regarding marketing needs for research libraries and ongoing development of institutional repositories, John Burger asked for additional information/clarification on what ASERL members seek in future sessions on these topics.

Marketing:

- How to communicate availability of services, to include both directors and staff
- Address issues highlighted in LibQual surveys
- Need information on how to plan a public relations/marketing campaign
- Dianne Walker suggested Charlotte Morford at U-Va. Derrie Perez suggested Skye Rodgers from her staff. John Burger will follow-up as appropriate.

Institutional Repositories:

- Address the overall reasons why/whether to implement an IR
- Identify which items should be included (university documents? Faculty output? Student output? Other items?)
- Identify best practices
- Determine ways to get university community to contribute/participate
- Are multiple IRs useful/necessary on a campus? How to juggle multiple IRs?
- Highlight policies - what is contributed, what is withdrawn, who owns content, etc.
- What are the intellectual property concerns?
- Are there any standards for multi-media items?
- Identify funding models and long-term cost expectations for maintaining an IR
- How to preserve content for long-run?

John and the Board will work on identifying speakers/meeting formats to address these issues at future ASERL-sponsored events.

4. Report from ASERL Finance Committee – Natalie Chase

ASERL's CFO Natalie Chase described the organization's year-to-date financial statement (as of 10/31/05), which had been previously reviewed/approved by the Finance Committee. The organization remains on budget for the year. There was little discussion from participants.

5. Proposed Changes to ASERL Bylaws: Discussion and Possible Vote – Paul Gherman

Paul Gherman asked John Burger to review the proposed bylaws changes that were circulated to each ASERL library director in August 2005. The goals of the proposed changes are:

- a) de-coupling the ASERL Annual Meeting from the SOLINET Annual Membership Meeting
- b) allowing for absentee ballots
- c) allowing for electronic voting
- d) allowing for a consensus slate of candidates for Board elections
- e) adding a description of the role of the Executive Director

There was a motion by Althea Jenkins/seconded by Deborah Jakubs to approve the proposed changes to the bylaws as written. This passed unanimously. There was a second motion by Jenkins/Jakubs regarding the effective date of the changes, set for midnight on November 14th, 2005. This also passed unanimously.

6. SOLINET Update – Kate Nevins

- There will be a February meeting to explore state-to-state cooperation. State librarians in the region will discuss ASERL/State Library relationships and explore ways to work together during a meeting in December.
- The Mellon Foundation has approached SOLINET to lead an assessment of disaster response from the recent hurricanes in the region, as a start to long-term planning for disaster response and recovery. The proposal was submitted and has been funded. SOLINET will contact affected libraries in the coming weeks.
- SOLINET's Annual meeting will be May 11 and 12 in Atlanta. The theme will be "Will Libraries Still Be Relevant in 2020?"

7. Collection Development Initiative and e-Resources Update – Tim Cherubini

Tim Cherubini described the current status of the ASERL Collection Development Initiative. There is a small Steering Committee that will help identify initial offers. Other communication will take place via a dedicated listserv that Tim will manage. He distributed his current list of contacts at ASERL libraries; additions/changes should be submitted to Tim at SOLINET.

The first ASERL-only offer is for discounts on electronic books from ebrary. Information was sent to ASERL library directors and collection development contacts in September. The offer closes in mid-December.

Tim also described a pending agreement with b-Logistics, a vendor who sells unwanted books on behalf of libraries via online auction sites (e.g., Amazon). The library receives 50% of the proceeds (sales price less auction fees and shipping costs.) Unsold items are offered to charitable organizations in the U.S. Items that remain are then recycled. A minimum of 1,000 books are needed to begin the process. Interested parties should contact Tim.

Bonnie MacEwan at Auburn noted they are talking with Better World Books, which has a similar business operation. BWB offers their unsold items to libraries in Africa - a practice that was very interesting to many ASERL directors. SOLINET will further investigate a working relationship with Better World Books.

8. ASERL's Kudzu Shared Catalog - Where are We Now, Where are We Going? - John Burger
The ASERL Board had a lengthy discussion to help grow participation in the KUDZU project. Eighteen ASERL libraries currently participate, using a system running on software that is housed on a server at Vanderbilt. John distributed a listing of collection strengths at participating libraries, to be further refined and used to help draw in other participants.

Most participants are not using the KUDZU search interface to locate items. Most use WorldCat or other existing finding tools instead.

The real benefit of KUDZU seems to be in the quick turnaround time and savings on delivery costs for those using the delivery service.

Attracting other participants is a priority for the Board. We need to determine the overriding reasons that more ASERL members are not participating? Next steps will be to get ILL and/or Access Services staff together to talk about the benefits and the process.

Joe Boykin at Clemson wondered if there is now a way to construct a "real" union catalog (rather than the virtual catalog system currently used). The State Library in South Carolina recently purchased software that will compile a single catalog of participating libraries (updated daily, automatically) that will greatly enhance searching speed. Could ASERL do the same for a future version of Kudzu?

9. Recess for afternoon
The meeting was recessed at 3:55 p.m., to resume at 9 a.m. on November 15, 2005, at the same location.
10. Committee Meeting: Ask-A-Librarian Virtual Reference Service
John Burger reviewed the proposed 18-month project plan with directors from most of the nine participating AAL libraries. The group approved the concept in general, but asked for additional emphasis on targeted project marketing, including additional expenditures as necessary. The group also agreed to support requests for improved exposure on the library websites in order to help increase usage. John will revise the project proposal/budget and re-circulate to the group in early December for final review/approval.

Tuesday, November 15, 2005

11. Reconvene

Paul Gherman reconvened the group at 9 a.m. The agenda was revised in light of changes that were made shifting topics between the two days. Items remaining for the day's agenda include:

- Disaster Response
- Education Committee Report
- Program Updates:

- Using LOCKSS for ETD Preservation
- Virtual Storage
- WorldCat Collection Analysis Group
- v-Reference Service Update
- Making Data Work Harder – Lorcan Dempsey
- Future Activities, Discussion Topics

12. Disaster Planning & Recovery – Lance Query

Lance Query at Tulane reviewed the status of his library after Hurricane Katrina. The university is expected to open in January for a Spring semester. The number of returning staff and students is not fully known. Tulane will also provide some classroom space and library services for Dillard and Xavier Universities which were harder hit in the storm. Tulane's government documents and music collections were destroyed in the flooding. When their space is ready, they will put out a call to ASERL libraries for unwanted items to help replenish these collections. Tulane used Balfour for the cleanup/recovery effort, and highly recommended them, although they have recommended some work that was unnecessary.

Tulane experienced a complete system failure as a result of the storm. Communications were non-existent for several days, creating significant confusion among staff and students. Lessons learned include:

- a) Get triage team in fast after disaster hits. Don't save what doesn't need to be saved.
- b) Tulane suffered much loss because the shelves weren't secured to withstand incoming water. Secure shelves!
- c) Don't store hard-to-replace items on ground level floors (or below). Tulane will move offices to ground floors/basements so collections can be on higher floors.
- d) Create a back-up communication system among the staff (e.g., Yahoo or other online systems that are easily accessed from any computer). Identify a central contact point/website to post messages while university systems are down. Personal cell phone numbers for managers/staff can be useful, but if cell phone towers are knocked out during the storm they don't do much.
- e) Have a contract with a recovery company identified and hired on retainer before disaster hits.
- f) Multiple layers of insurance are helpful, but also complicate who-pays-what.
- g) Don't depend on FEMA – they were of little help to Tulane.
- h) Include technical processing costs when filing insurance claims.
- i) Use SOLINET resources and consultation. Rely on other libraries that have experience and expertise in dealing with disasters – especially Colorado State University's tech service. They have been a great resource to Tulane in their recovery.
- j) Form relationships with University's Risk Management staff asap – they are critical to disaster recovery.

Bill Potter (U-Georgia) reminded people about the fire at his library in 2003. They have still not settled with their insurance companies. Once the obvious emergency is over, he recommends recovery tasks be handled by library staff – more efficient/less costly than using subcontractors.

ASERL is willing to serve as a conduit for back-up communications when a member library's systems are unavailable. John will work with the Board to create a plan for the future.

13. ASERL Education Committee - Review of Surveys, Plans for Upcoming Activities/Workshop for Professionals - Charlene Hurt

Charlene Hurt (Georgia State) reported on the results of the Education Committee activities for the past several months. The interest surveys sent to potential participants and ASERL directors showed that the interest in a long-term training program for non-MLS professionals is low, but there is interest in creating networking opportunities for these staff members.

To meet this desire, ASERL members agreed to sponsor a one-day workshop timed with the 2006 SOLINET Annual Meeting. The ASERL workshop will provide a background on the workings of research libraries for non-MLS professionals working in leadership positions in ASERL libraries. It will also provide time for participants to work on a common question in small groups based on their job roles. Participants would have the option of staying for the SOLINET annual meeting as desired.

The membership was supportive of the proposed overall concept, although some expressed concerns about staff being away from the library for more than a day or two. John will survey the directors to determine how many people might enroll in the proposed meeting, plus draft a budget, agenda, etc. to get the conference organized as needed.

14. Project Updates

a) Using LOCKSS to Preserve ETDs - Paul Gherman/John Burger

A written report was included in the meeting packet. Eight ASERL libraries are participating in pilot test to store other libraries' ETDs as a back-up system. The project is progressing well. Information about adding more libraries was distributed. Due to copyright restrictions on some ETDs, each site launched a stand-alone server for this project to protect improper access to content. This policy issue will need to be resolved in future. There was a question about the long-range business plan for LOCKSS - will the program dissolve itself in 2-3 years as initially planned? If so, how will the software live on after the staff is released? How does LOCKSS fit with the Portico initiative? John will investigate further and report back to the group.

b) Virtual Storage Project - Paul Gherman

The Center for Research Libraries is adopting ongoing management of this project. A national Steering Committee has been formed, including people from ASERL, ARL, CIC, Harvard, LC, OCLC, U-California, and WRLC. The plan is to offer a range of participation levels for libraries to identify stored items and discard duplicates as they determine to be reasonable. Sub-groups are working on the overall plan and a proposal to modify the MARC record format to note storage status. A white paper is being drafted for circulation/review at ALA MidWinter. The final proposal will be presented to ARL in May for their comment, with a one-day meeting of potential storage sites to discuss feasibility and policy issues hopefully to be held in July 2006.

c) WorldCat Collection Analysis Group

ASERL's group is the largest in world, with 60 libraries from across the Southeast (includes some non-ASERL libraries, too). Analysis work is just beginning. A unique title list is now a function of individual WCA subscriptions; see John Burger for more information if desired.

d) ASERL Collaborative Virtual Reference Service - John Burger

The annual report on this project is included in meeting packets. Participating libraries have agreed to an 18-month project plan that will allow synchronization of contract year and fiscal year. A more aggressive marketing plan has been requested by the directors of participating libraries. John will revise/re-submit the marketing plan and budget to participating sites in December.

15. Making Data Work Harder - Lorcan Dempsey

Lorcan Dempsey, Director of OCLC's Office of Research, described upcoming trends in computing services and how they will affect the work of libraries.

- Automated data services are now "stitched" closely into commonly-used user interfaces via toolbars, APIs, etc. This allows users to readily access search services. The use of the search services is tracked, which allows for "recommender" services to suggest alternatives for future users. Libraries do not generally offer such services now; they need to identify ways to get library information integrated into commonly used web services. This is a goal of OCLC's 'Open WorldCat' program.
- "The Long Tail"/Aggregation of Demand - The internet allows infrequently-used items/services to be easily accessible, with centralized points of communication, and allows for economies of scale.
- User content - Users are now contributing data (product reviews, etc.) to websites. This adds value to a website, but costs the website nothing. Open WC is starting to include comments from users.
- Data mining - Libraries need to do a better job of analyzing the aggregate demands (across multiple libraries) on their resources to enable smarter decision-making in key areas such as collection development, storage, digitalization, and preservation.

16. Upcoming Activities - Meetings/Issues- John Burger

- ARL has changed its statistics form. ASERL is in the process of modifying its form to get it out by January, hopefully. ASERL libraries will complete the ASERL form and the ARL form if applicable. This should help to make information available sooner.
- Nominations for Board of Directors are due. Members of the nominating committee are needed as well as people willing to run for office - let John know if interested.
- Next meeting is March 14 & 15, 2006, in Savannah.

Possible Agenda items:

Institutional repositories

Gov pubs - what to do about them?

Portico

Purchase on demand vs. ILL

17. Adjournment

Paul Gherman adjourned the meeting at 12:05p.m.

Recorded by: Sylverna Ford
ASERL Secretary/Treasurer