Regional Automation Advisory Committee
Minutes of the Meeting
September 27, 2017

Attendance

Members of the Committee: Jane Bentley, Jim Gandy, Walter Grattidge, Geoff Kirkpatrick, Tim McDonough, John Myers, Nancy Poehlmann, Jill Ryder, Colleen Smith, Maureen Squier, Joe Thornton, Chris White

CDLC staff and liaisons: Kathleen Gundrum, Kari Kakeh, Sue Rahn

Absent: Carrie Buff, Sharon O’Brien, Gary Schwartz

The meeting to order by Chairperson Colleen Smith at 9:35 a.m.

Welcome and Introductions

Colleen Smith was elected chair of the committee for a two-year term beginning July 1, 2017, by an electronic vote of the committee in May 2017.

Jill Ryder was welcomed and introduced as a new member of the committee, representing the SALS public library system, and replacing Jennifer Ferriss.

Committee Business

a) The minutes of the May 3, 2017 meeting were unanimously approved, on a motion by J. Thornton, seconded by G. Kirkpatrick.

b) Committee Membership: There are currently three vacancies on the committee: public library representative from an MVLS library, school librarian, and School Library System representative. The committee representation will be reviewed, in an effort to be consistent with CDLC’s Committee on Resource Sharing and Collection Development Committee.
Old Business

a) **Current Working Group Structure**: RAAC Services, Grants, Professional Development, Guidelines and Finances: K. Kakeh reported for the Professional Development Working Group that a workshop was held in July 2017 on Accessibility in Library Services. The workshop was well-received and attended by 17 people. The attendees indicated they were interested in more classes on this topic.

New Business

a) **New Technology for Committee work**: K. Gundrum reported that over the summer CDLC purchased two new subscriptions of software, LibGuides and Zoom, that RAAC will be able to take advantage of for committee business.

   LibGuides is a content management platform specifically designed for libraries. It is used by many CDLC members as part of their library website. The RAAC committee will have its own LibGuides page. RAAC will have a representative from the committee that is able to edit the RAAC LibGuides page. K. Gundrum noted that there is interest from the CDLC Board of Trustees for a LibGuides Users Group.

   Zoom is video conferencing software that will be made available to members for working group conference calls. The software allows for recording meetings, chatting, screen sharing and document sharing. The RAAC Guidelines will be reviewed as to the potential option of virtual attendance at committee meetings.

b) **Upcoming Meetings**: Sept. 27: CATS (Cataloging and Technical Services) – all RAAC members are encouraged to stay after the RAAC meeting to attend this first meeting of the CATS Interest Group.

   Oct. 19, 2017: CDLC Member Showcase at Guilderland Public Library. This will be a kick-off to the 2018 RBDB grant cycle. Many of the projects to be discussed by CDLC member libraries at this showcase were completed using a RBDB grant.

   Nov. 2, 2017: OCLC Update Program

c) **Priorities and Projects for 2017-2018**: Priorities Activity: Colleen Smith led an activity for RAAC members to identify priorities for the coming year. The committee broke into pairs to identify ideas for new CDLC RAAC services (high and low priority), as well as existing CDLC RAAC services (high and low priority). Each group shared their ideas. The results will be summarized and sent to the committee to vote on which ideas will become short and long term goals of the committee for the current year.
Announcements

K. Gundrum announced that she attended the Post Digital Library Symposium at RPI in September. The symposium’s subject was that the future of libraries is happening now, with a recurring theme of storytelling-telling our stories. The program looked at augmented reality, visualization, gaming, and open linked data. CDLC will be planning a follow-up program in December [note: date is tentatively scheduled for December 4, 2017].

A program on Creating Finding Aids and the Empire Archival Discovery Cooperative will be held at CDLC on November 15, 2017.

Adjournment

There being no further business, the meeting was adjourned on a motion by W. Grattidge and seconded by J. Myers at 11:00 a.m.


Minutes compiled by Sue Rahn.

Minutes approved at the November 29, 2017 RAAC meeting.