Minutes of the CDLC Collection Development Committee Meeting, January 31, 2018

Present: April Davies, Saadia Iqbal, David Moore, J’aime Pfeiffer, Mary Van Ullen (Chair), Mary Ann Warner, Raik Zaghloul

Ex-Officio: Kathleen Gundrum (Minute Taker)

Introductions were made. Per previous discussion, the committee now includes representation from non-academic institutions, including representation from a public library and from a school library system.

The minutes of September 29, 2017 were reviewed. A motion was made to approve the minutes. Motion: A. Davies. Second: R. Zaghoul. Motion carried.

Committee Business

Charge: The draft charge was reviewed and discussed. The language and format were written to reflect recent CDLC Bylaw changes and to be in alignment with other committee charges. The charge was also written to be broader than just the coordinated collection development program and to encompass topics relating to collection development. A recommendation was made to specifically mention continuing education. There was discussion of whether the subject assignments by institution needed to be reviewed annually. If not, a recommendation was made to do this every three years but that libraries could change their topics throughout the year. A process needs to be put in place regarding the timing of when libraries can change their subject assignments and how to do this. K. Gundrum will confirm how frequently the subject assignments need to be reviewed and will share a draft process for changing subject assignments with the committee. The committee is also charged with knowing what collections are available in the region, knowing who is collecting what (and in what formats) and of making sure members know what is available to them locally. There was discussion regarding the composition of the committee to ensure broad representation. A motion was made to accept the draft charge with recommended edits. Motion: A. Davies. Second: R. Zaghoul. Motion carried.

The draft charge will be presented to the CDLC Board of Trustees for approval.

K. Gundrum will follow up with committee members who were not at the meeting to confirm their interest in continuing on the committee. Once all committee members are confirmed, a call will go out to CDLC members to fill vacant positions.

Meeting Schedule: A poll will go out to committee members to set an April meeting date. The two dates are the mornings of April 18 and April 24.

Email List and LibGuide: K. Gundrum will send a message to this committee’s list (colldevt@cdlc.org) regarding its availability and how to use it. A LibGuide will also be set up for the committee and will include committee business (minutes, charge, roster, etc.) A second LibGuide will be set up to highlight regional collections in this area, which this committee could take the lead in developing.

Old Business

Empire Shared Collection (http://empiresharedcollection.org/): at the last meeting Empire Shared Collection (ESC), a physical repository for print journals administered by the University at Buffalo libraries, was discussed. Since then, CDLC sponsored an ESC webinar, with about 12 attendees. The Sage Colleges in Troy has joined ESC (the first CDLC member to do so) and will talk about it at the Resource Sharing Symposium on April 27. We can decide whether to have a face-to-face presentation by ESC in the future and/or also invite someone from The Sage Colleges to come to a future committee meeting. R. Zaghloul shared that Union College is working with EAST, another shared repository (https://eastlibraries.org/) and he will share an update about it at a future meeting.
New Business

Creating subcommittees: M. Van Ullen proposed creating three subcommittees based on anticipated committee activity. The groups would be CCD Subject Headings, Programming/continuing education and Marketing/communications.

There was discussion about programming and how in the past this committee held 1-2 large events per year focusing on collection development. CDLC’s Committee on Resource Sharing (CORS) sponsors a Resource Sharing Symposium every other year (scheduled for 4/27/18) and there was discussion about whether this event might expand to include a collection development focus and see if there is a way for the two committees to work on this together for future years. J. Pfeiffer offered to go to a CORS meeting to present this idea as a possibility in the future.

M. Van Ullen asked committee members their interest in serving on a sub-committee:
- CCDA Subject Headings- A. Davies, D. Moore
- Programming/Continuing Education- S. Iqbal, J. Pfeiffer, R. Zaghoul
- Marketing/Communications- M. Warner

Once the committee roster is finalized, K. Gundrum will ask about sub-committee interest.

Working with other committees-CORS and RAAC: There was agreement that specific liaisons did not need to be assigned to each committee but that committee members should be aware of what each committee is working on. K. Gundrum will schedule a meeting with committee chairs. J. Pfeiffer will plan to go to a future CORS meeting to discuss programming. A. Davies will talk with her colleague, Katherine Brent, about the Collection Development working group of CORS which Katherine serves on to see how these groups might work together.

Working with other library organizations: M. Van Ullen suggested that this group stay in contact with other library organizations and they could co-sponsor and promote each other's events. M. Van Ullen is on the ENY/ACRL board. A. Davies is on the SUNYLA board. There are other groups that this committee might want to reach out to.

Announcements

J. Pfeiffer mentioned that the Battle of the Books will take place March 12 at Skidmore College. They expect 500 kids to participate and are in need of volunteers to read the kids questions about books they have read.

A. Davies shared that there will be a macaroni and cheese cook-off at the library at SUNY Cobleskill on Feb. 14. All are welcome!

K. Gundrum reminded everyone that the deadline for the regional collections (formerly RBDB grants) to catalog or digitize collections is Feb. 1 (tomorrow!)

J. Pfeiffer mentioned that one of her school libraries had an impressive Adirondacks collection that she'd be interested in having catalogued or digitized but she had some questions about copyright. She can talk to CDLC about this.

M. Warner shared that Schenectady County Public Library is having a “Blind Date with a Book” promotion, where patrons can borrow a wrapped book and return it if they don’t like it.

The meeting was adjourned at 11:00.