Minutes of the CDLC Coordinated Collection Development Committee Planning Meeting
September 29, 2017

Present: April Davies, Kathleen Gundrum, Saadia Iqbal, Anne LaBelle, Mary Van Ullen, Chair (minute taker), Terrance Wasielewski, Raik Zaghloul

1. The Committee was welcomed by Kathy Gundrum.

2. Committee Charge
The group reviewed the last recorded charge for this Committee, approved by the Board in 1988, and agreed that it needs to be updated to reflect the current interests of the organization. Much of the work of the Committee in the past centered around the mechanics of implementation of the CCDA grant. Since much of that work is now done electronically, the Committee agreed that the charge should be broadened to include topics of current interest. Kathy indicated that the charge should reflect the membership structure of the Committee.

Some areas discussed included working with all types of libraries. The CCDA grant recipients are limited to academic and health sciences libraries, but the Committee members felt that there should be input from the diverse libraries served by CDLC. The Committee felt we should create a structure that allows special, school and public libraries to participate. The Committee discussed the possibility of creating a core group of CCDA recipients and perhaps subcommittees to handle web communications, programming, continuing education and other activities. CORS and RACC, two other advisory committees have charges in place. Mary will look at their charges, and make a draft of the Committee charge to discuss at future meetings.

3. Communication
Kathy reported that CDLC has licensed LibGuides and the Committee can use this for creating a web presence. Kathy will also poll CDLC members for interest in joining the Committee and can create an email distribution list or Committee members to communicate to each other.

4. Meeting Frequency
The members agreed that quarterly meetings would be appropriate, with more frequent meetings of subcommittees if needed.

5. Empire Shared Collection
The Committee discussed interest in having some type of event for the local library community on two shared print repository projects, the Empire Shared Collection and Eastern Academic Scholars’ Trust (EAST). Kathy will look into the possibility of arranging for a webinar on the Empire Shared Collection, with the possibility of having a meeting on the two repositories later on.

6. Upcoming Events
Kathy noted that CDLC will be hosting several upcoming meetings
   9/27/17 CATS (Cataloging and Technical Services)
   10/19/17 CDLC Member Showcase
   11/2/17 OCLC Update