

**Delaware Library Association
College and Research Libraries Division Board Meeting
ChesDel Restaurant
August 16, 2007**

AGENDA

1. Minutes from February 22, 2007, CRLD officers' meeting?
2. Discussion of May 8, 2007, CRLD program and division meeting at DLA
3. Discussion of DLA 2007 Conference
4. Reports from DLA Executive Board Meeting August 6, 2007 (Julie Brewer, Rebecca Knight)
5. Planning for October 12 program at Delaware Academy of Medicine
6. CRLD membership list/directory review
7. Dates for future meetings (bring calendars)

MINUTES

In attendance: Mary Jane Mallonee, Mary Rose Durk, Debra Lloyd, Moira Conlan, Julie Brewer, Rebecca Knight.

1. Minutes from February 22, 2007, CRLD officer's meeting?

Julie may have copy, but no one else has minutes- just their notes from the meeting. Approval of minutes was therefore postponed until a copy could be distributed.

- 2. Discussion of May 8, 2007, CRLD program and division meeting at DLA.**
- 3. Discussion of DLA 2007 Conference.**

Minutes of this meeting will be approved at the next General Business meeting at the 2008 DLA conference.

Discussion began with the plans for the fall program mentioned at the meeting. Mary Jane spoke to PJ Grier at the Delaware Academy of Medicine, and he confirmed that he has reserved a room for CRLD on October 12 at the Academy of Medicine. He also indicated that one of his Consumer Health staff members (Susan LaValley) would be able

to speak. The Academy has a caterer that they use regularly and Mary Jane will contact them for prices and options for the program.

The focus of the program should be spread between the health resources and discussion of issues within the medical field per interest shown in the latter at the general business meeting. It was decided that PJ Grier should be asked to speak, and perhaps give an historical perspective to the Academy of Medicine.

Discussion then turned to the length of the program. A 9:00 or 9:30 am start time was suggested, taking into consideration the distance to travel, and the morning rush around I-95. Several options for timing were suggested, including a morning and afternoon session to enable more people to attend for only half a day, but it was decided that this might be too much to ask of speakers. Instead a half day workshop with 3 speakers and a tour of the facility was decided upon.

Several speakers and topics were discussed, including a user's perspective on the Christiana Hospital library and the Academy of Medicine (to include an explanation of the uses of both). The Christiana Hospital librarian was suggested as a speaker. Julie also suggested Christina Wissinger (a new UD librarian focusing on outreach and instruction with the health sciences departments) as a speaker. She indicated that Christina would be interested and available.

Other suggestions for future programs were discussed. Mary Rose mentioned that DSU was doing a survey of students to see if they would be interested in podcasting by the library. Other library uses of blogs and wikis were discussed, as well as their potential for statistics, and it was suggested that they may make a good poster session or workshop at the DLA conference.

Julie estimated that CRLD has approximately \$1000 for its budget this year. As this is not a definite figure yet, it was used to approximate what would be used for the fall program. It seems unlikely that CRLD could afford to cater lunch at the fall program, so breakfast and a snack at a break were suggested with lunch on your own after the meeting ended (at approximately 12:30pm).

4. Reports from DLA Executive Board Meeting August 6, 2007 (Julie Brewer and Rebecca Knight)

Rebecca Knight and Julie Brewer gave an overview of the topics from the Executive Board meeting which will affect CRLD.

The DLA Conference survey was returned by only a small portion of attendees. The Program Committee evaluated and suggested longer sessions (with each division likely to plan only 2 programs in 2008), and more focus on professional development. The full results are available from the Program Committee. Rebecca has also created a blog for the PC at betterthanemail.wordpress.com. Dates were also established for the next 3 conferences.

Accounting for DLA has been migrated to Quicken software.

Julie will confirm CRLD's budget for the coming year and report back.

There were no Emerging Leaders selected this year, and the late notice of the application email and the cost of attending conferences were discussed as causes. All agreed that this should become a focus on a division level as well, so that new members can be mentored more efficiently into leadership roles at both the Division and Association level.

This was followed by a discussion of mentoring new officers in CRLD. Several officers remembered that there used to be binders passed to incoming officers, and restarting this practice was discussed. Rebecca currently holds CRLD's archives, and will get clarification on what the retention of each type of document is at the Division level, and when (or if) it gets transferred to the DLA archives. From there, it can be determined what information should be given to the officers in a more compact format. Rebecca mentioned a discussion of this topic at the ALA Chapter Relations leadership training workshop.

5. Planning for October 12 program at Delaware Academy of Medicine

Mary Jane will take the lead on this program. She will confirm speakers, and contact the catering company for refreshments. All information will be passed on to officers via email. Information on the program will be passed on to the TLC membership as well as DLA members.

A full half day program was decided upon with refreshments in the morning and lunch on their own after the event. A tentative schedule of 2 speakers, then break and a tour, and then 2 more speakers was suggested and agreed upon. Lunch will be offered to the speakers, and the officers will meet for lunch as well.

Julie will help with the publicity and mailings and a target date of September 12th for publicity to begin was reached.

Submitted: Moira Conlan