

**Council of Research and Academic Libraries (CORAL) Director's Meeting  
Sueltenfuss Library, Our Lady of the Lake University  
Friday, November 11, 2005**

**Attendees:** Basil Aivaliotis (UIW), John Conyers (UTSA), Christine Godin (NVC), Diane Graves (TU), Gloria E. Hilario (PAC), Alice Johnson (SAC), Anita Lang (SwRI), Judy Larson (OLLU), Judy McMillan (NVC), Candace Peterson (SAC), Martha Rinn (TLU), Candice Scott (SU), Necia Wolff (StMU), Jill Zimmerman (SPC)

**Officers:** Martha Rinn (President), Judy Larson (Vice-President/President-Elect), Judy McMillan (Treasurer), Necia Wolff (Secretary)

**Introductory Business**

Martha Rinn called the meeting to order at 2:00pm. The attendees introduced themselves to the group. Martha Rinn thanked Judy Larson for hosting the meeting. Martha also noted that there was a quorum for this meeting.

**Approval of minutes**

There were no minutes from the May 2005 meeting due to a lack of quorum. Gloria Hilario made a motion for the October 20, 2004 minutes to be approved. Diane Graves seconded the motion. The attendees voted to approve the minutes as submitted.

**Treasurer's Report**

Treasurer Judy McMillan distributed a Transaction Summary and a Proposed Budget handout to the attendees and gave a full account of the CORAL's finances. Judy noted that she had to move \$6000 from the CORAL saving account to the CORAL checking account during the past year to cover the organization's expenditures. Martha asked for a motion to approve the treasurer's report. Candice Scott made a motion to approve. Diane Graves seconded the motion. The attendees voted to approve the Treasurer's report.

**New Business**

Martha mentioned that CORAL's income had decreased because of the withdrawal of libraries from CORAL. She mentioned the UT Health Sciences Center as an example.

Martha received a letter of intent to withdraw from CORAL from the Wilford Hall Medical Center Library. Wilford Hall's withdrawal will take effect in the next fiscal year. Martha also received an informal email from US Army Brooke Army Medical Center Library which indicated that they planned to withdraw. Members noted that the military libraries are likely to withdraw due to base/library consolidations.

Martha noted that CORAL's budget is out of cycle. The two-year budget should have been approved in Spring 2005. The CORAL bylaws state that the budget and dues for a two year period should be approved no later than June 30 of odd numbered years. In order to get back on track with the budget and dues approval schedule, Martha proposed the following process: that the attendees approve a one year budget for 2005-2006 at today's meeting; members would then approve a one year budget for 2006-2007 at the spring 2006 meeting; and then the group will resume the two-year cycle in spring 2007, with approval of a 2007-2009 budget and dues schedule. Anita Lang made a motion to approve. Christine Godin seconded the motion. Basil Aivaliotis questioned if the attendees should vote to approve the budget given the anticipated budget shortfall (based on income) this year of \$1478.

The attendees discussed methods to address the shortfall. CORAL greatest expense is the cost associated with the CORAL Union List of Serials.

John Conyers mentioned that UTSA did a survey in 2003 on Union List use which showed considerable use.

Attendees questioned the Union Lists useful since most CORAL member libraries have access to WorldCat (via TexShare). Some attendees questioned the permanence of WorldCat on the TexShare list of databases.

Martha mentioned the Library of Texas project (<http://www.libraryoftexas.org/>) noting that library catalogs (and library's associated periodicals holding records) are available via the Library of Texas search interface. Martha suggested that CORAL libraries make it a priority to register with the Library of Texas project.

There was a question of whether CORAL needs the Netpac database given accessing to WorldCat and potential access via the Library of Texas.

Martha suggested that CORAL retain the services of the Database Manager (to input serials data) but cancel CORAL's payments to Amigos and Netpac. An attendee mentioned that we would probably need to pay Amigos \$650 for an agent's fee to continue to have a CORAL profile on OCLC.

Judy noted that Amigos extracts data for the Netpac site in January and July. The license for Netpac ended in August 2006. CORAL has already paid for Netpac this year.

Martha asked Judy to contact Rosemary (the database manager) to let her know that we do not want an extract in January.

Candice Scott suggested lowering our budget allotment for Amigos to \$1650 (from \$3200). The remaining amount (\$1650) would cover the Amigos agent fee and unanticipated costs. The amount CORAL would save (\$1550) would cover the budget gap.

Diane Graves made a motion to approve the revised budget. The motion was seconded, and the attendees voted to approve the revised budget with one abstention.

### **Bylaws**

The bylaws committee developed a proposed revision to CORAL bylaws from Fall 2004 – Fall 2005. Dr. Palmer Hall proposed revised wording at the spring 2005 gathering, and his proposed wording was incorporated into the bylaws change proposal that was published prior to today's meeting. The attendees evaluated the new bylaws with the changes. Candice Scott made a motion to approve the bylaws revision. Gloria Hilario seconded the motion. The attendees voted unanimously to approve the bylaws revisions.

The bylaws committee, developed a set of five goals for CORAL. The bylaws committee recommended that CORAL adopted these goals an appendix to the bylaws. An attendee requested that CORAL add the word "outreach" to goal number one ("support cooperative resource development, preservation, sharing and outreach.")

Candice Scott made a motion to accept the goals statement with said addition. Anita Lang seconded the motion. The attendees voted unanimously to approve the goals statement.

### **Committees**

Martha asked for a bylaws committee to look at issues of quorum in the CORAL bylaws, changing voting privileges for nonattendance, and issues of paying dues. The committee will also examine CORAL's standing committee structure.

The committee members will be Martha Rinn, Judy Larson, and Gloria Hilario. Martha will ask for other committee volunteers via email.

**Future meeting**

The next CORAL director's meeting will be held on Friday, March 31, 2006 at the University of the Incarnate World.

**Announcements:**

Diane Graves distributed a resume for a systems librarian that recently moved to San Antonio.

Martha asked John Conyers about sending correspondence to the UTSA library administration. John explained that CORAL correspondence should be directed to the new interim dean of the library.

The meeting ended at 3:25pm.

Minutes submitted by: Necia Wolff, CORAL Secretary