

Council of Research and Academic Libraries (CORAL) Director's Meeting
Sueltenfuss Library, Our Lady of the Lake University
Friday, October 5, 2007
Approved Minutes

Attendees: Basil Aivaliotis (UIW), Rita Castro (SPC), Celita DeArmond (SAC), Lorin Fisher (TSU), Sandra Hood (PAC), Sally Krash (SwRI), Judy Larson (OLLU), Judy McMillan (NVC), Tracey E. Mendoza (NLC), Michelle Millet (Trinity), Mendell Morgan (UIW), Martha Rinn (TLU), Arlene Salazar (TSU), Candice Scott (SU), Sara Schmidt (SU), Warren Stricker (DRT), Kendra Trachta (SAPL), Lillie Turner (SPC), Necia Wolff (StMU)

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

Introductory Business

Martha Rinn called the meeting to order at 2:15pm. Martha thanked the guest speakers that spoke before the business meeting. Those talks were 1) Michelle Millet discussed Trinity University's institutional Quality Enhancement Plan for reaffirmation of accreditation, entitled "Expanding Horizons Through Information Literacy" and 2) Kendra Trachta, lead staff member for San Antonio Public Library's current RFID project, gave a presentation entitled "RFID -- A Work in Progress".

In other business, Martha passed out a contact information sheet to the meeting attendees. She asked attendees to take a review their institution's listing to check if the contact information was correct, and if not, make corrections. Martha noted that the president's report is available on the current CORAL website at http://bulldogs.tlu.edu/coral/coral_main.htm. CORAL also still maintains a listserv for announcements and news. Instructions for joining the listserv are available on the CORAL website.

Martha also announced that Bea Caraway (Trinity) and Anita Lang (SwRI) agreed to serve on the nominating committee. The nominating committee will be looking for volunteers to serve as Vice President/President-Elect, Secretary, and Treasurer.

Approval of minutes

There were no minutes taken at the CORAL members meeting with the consultants. The consultants' report is available on the CORAL website.

Treasurer's Report

Treasurer Judy McMillan distributed CORAL current transaction summary. CORAL had a current cash balance of \$30,495.38 as of 9/19/2007. CORAL's CPA will be charging an extra \$50/hour for any future requests. Martha asked for a motion to approve the Treasurer's report. Sandy Hood made a motion to approve and Mendell Morgan seconded the motion. The attendees voted to approve the report.

New Business

Martha discussed the proposed dues structure for the following year. Last year, CORAL suspended dues while the organization examined its purpose and mission. This year, the executive board proposes the following dues structure: institutions will pay minimal dues to cover CORAL's operating costs. The operating cost expenses will be equally split among the member institutions. The expected membership fee for each member institution will be around \$210. Martha will send out the proposal by email for a vote by the member institution directors.

Martha asked Necia Wolff to discuss the new CORAL web domain. Necia noted that the consultants' report highlighted a need for a better web communication. After researching web hosting companies, the officers discovered that DreamHost offers free web hosting to 501(c)(3)

organizations. After getting a copy of the IRS documentation about CORAL's 501(c)(3) status, Necia contacted DreamHost to set up a unique CORAL domain (coralsa.org) and web space through DreamHost. Necia and Martha will be working together to move the existing CORAL web pages to the new domain during the upcoming weeks.

Martha asked the attendees to break into small groups to discuss the consultant's report and prioritize the recommendations. Martha passed out a two page digest of the consultants' report to use in the discussion. Each table was asked to take notes on their suggestions regarding the top priorities for CORAL. Martha also asked each group to nominate one person to serve on a CORAL planning committee.

Announcements:

Michele Millet noted that Diane Graves (Trinity) asked CORAL members to contact their representatives about federally-funded research. For more information, members can examine the materials on the Scholarly Publishing and Academic Resources Coalition (SPARC) website. Michele also noted that Trinity will be joining the TexShare Card program in Spring 2008.

Sally Krash asked if any institution is using the Portico archive system. The Southwest Research Institute Library is interested in the system. Attendees noted that Bea Caraway manages Portico issues at Trinity.

Mendell Morgan announced that the UIW Library would be holding a 10-year anniversary for the construction of the new library building. He invited CORAL members to attend.

The meeting ended at 3:30pm.

Minutes submitted by: Necia Wolff, CORAL Secretary