

Susquehanna Library Cooperative
North Hall Library
Mansfield University of Pennsylvania
October 12, 2007

Minutes

Present: Tara Fulton, Lock Haven University; Mike Heyd, Susquehanna Health; Scott DiMarco, Mansfield University; Betty Crosby, Guthrie Healthcare System

The Meeting was called to order at 10:05.

Approval of August minutes. We did have a quorum to conduct formal business so we will formally approve the August minutes next time.

The person that Scott had take minutes for the August meeting left Mansfield, so he pieced together some notes. Mike had sent Tara some notes, which she had tried to merge with Scott's notes. She will send those suggestions to Scott, and he will get a set of minutes out to us before the April meeting for approval.

Treasurer's report. Sue sent her report via email. Our balance as of July 31st was \$3,238.73. We had no expenditures. We had \$1,000 worth of receipts so our balance was \$4,238.73. We are waiting for dues from two institutions. The report was accepted.

Review of the results of the Health Science staff discussion in August. Claire Huntington sent the following report:

“The Health Sciences Library staff from the SLC libraries were invited to attend the meeting held at Geisinger on August 10, 2007. After meeting briefly with the directors, the Health Sciences staff moved downstairs to the classroom area of the Geisinger Library. Those attending included: Judy McConnell from Penn College, Kathleen McQuiston from Bucknell University, Tricia Ulmer from James V. Brown and Claire Huntington from Geisinger Health System. Mike Heyd joined the group after the Director's meeting was over. Various electronic resources in the health field were demonstrated and discussed including the “HealthLinks” project at James V. Brown Public Library. This project provides free, reliable health information to the public and is cosponsored by the Lycoming County Library System and the Susquehanna Health System. The group enjoyed seeing the various materials available at the libraries.”

The directors present concluded that the group benefited from the demos, but did have anything they wanted to work on or needed from the directors.

We ended up in a side conversation about Ariel. Mike noted some problems with the scanners and with firewalls. Tara noted that we probably need a discussion about where Ariel is going and whether we need to think about an upgrade soon. This might fit into the conversation with Connie about future grants.

Review of the results of the Archives staff discussion in April. Pat Scott sent the following report:

“Below are some of the issues we identified as worth passing along to the directors at their next meeting.

1. Grant-writing & funding opportunities – Archivists need help identifying grants and writing them.
2. Necessity of proper environmental controls for storage of archival materials – Our collections are often relegated to basements, warehouses and other spaces which pose threats to the survival of collections.
3. Misperception by administrators that digitizing archival collections means that we no longer need to keep originals. Digitization makes collections accessible, but is in no way a substitute for the original materials. We will always need to keep originals.
4. Continuing education opportunities for archivists – There are few local opportunities, so archivists must rely on workshops offered by the Society of American Archivists at Penn State and on workshops presented at the MidAtlantic Regional Archives Conference. Making travel funds available for archivists to attend these events would fill the need for continuing education.”

Discussion followed. The directors present had heard that Pat had given a very good tour of Archives at Penn College. Scott suggested that we might want to invite Tom Claeson from PALINET to meet with the group, both generally about Archives but also specifically about grant-writing; we will pass this suggestion on the Continuing Education Committee. We concluded that the issues of environmental controls, administrator perceptions and travel funds are all very good reminders for directors, but ones we need to each handle at our institutions rather than something for SLC to take on.

Connie Cardillo then joined us from Commonwealth Libraries to talk about how SLC can become a more grants-eligible organization. She conducted a Power Point presentation about LSTA. Below are Tara’s notes from the session.

“First let me summarize action items.

1. For everyone in the consortium, we need you to consider whether there are any grant ideas out there for us to pursue as a group. We will need to have the ideas fleshed out in time for our April meeting, so we can decide at that meeting what proposals to pursue. For example, the Archives group had some interest in doing something.
2. For those of you in the consortium who are not members of AccessPA -- Connie is checking for us, but it is indeed possible that our grant proposals could be rejected if all of our holdings are not available in the AccessPA database. Connie assured us that you would not be obliged to loan materials you are not comfortable loaning, but it would cost \$180 per year.

Okay, for those of you who want to read the details, here they are.

1. We would need to file a proposal through one for the consortium members as contractor, and that contractor must have a master agreement in place for the proposal to be considered. All current master agreements expire July 2008. Renewal will involve two 6-8 week processes, so you should encourage your institutions to start that renewal process early.
2. New proposals for 2009 will be due in early Sept 2008. Guidelines will be published in April, though they will be similar to last year's.
3. Connie encourages reviewing several things on the website: copies of successful applications, the eligibility requirement statement, the guidelines, restrictions on funding, and the list of grants that have been awarded. The online application form is available at <http://egrants.ed.state.pa.us>

4. We will need a letter of support from every member, preferably both from the library director and from someone in the overarching agency. They want to see that the agency will take responsibility for follow-up, and also that there are competent individuals within the library to carry it out. Connie is checking for us, because we have libraries in the consortium who's staffing does not quite match the requirements in terms of staff expertise. She believes that, if our grant clearly indicates that professionals from another consortium library will assist those from the smaller libraries as needed, we are probably okay.

5. Connie recommends attending one of the Access PA's "what's new" sessions that are offered regularly throughout the state.

6. IMLS indeed encourages partnerships, so in that sense our applications should be looked on favorably.”

Meeting Adjourned at 11:52 AM

Respectfully submitted by
Scott DiMarco, Secretary