

CD Meeting Minutes
Friday, February 6, 2009
9:00 a.m. Room AV 28

Present: Byrd, Gao, Green, Jin, Kinzer, Maruskin, Peterson, Peoples, Wiesner

1. Next Meeting

The next meeting will be held on May 1, 2009. Tom will take minutes.

2. Acquisitions

As of January 31, Barbara has processed 1179 orders, and received 938 titles and 1139 volumes. She has also processed 137 AV orders, and received 123AV titles and 142 volumes. Only 37% of the endowed funds have been spent so far. She reminded the group that the deadline for encumbering 100% of the endowed funds is March 2. The deadline for department book funds is March 20, and by April 3, all funds need to encumber.

3. Budget

Theresa informed us that the budget situation is bad, and we have almost spent all of our money. Three things caused the budget problems this year, and they are serials, printing and print cartridges, and prepayment to OHIONET. We cannot afford to catalog as many books as we used to. Liaisons need to be more selective when they review gift and Dewey books to include in our collections. We will continue to catalog Historian books, and if we have to, we may slow down the cataloging of Dewey books.

4. Cataloging of Historian/Gift/Dewey Books

Liaisons need to screen Historian, gift and Dewey books harder, and be more selective.

5. Letters to Department Chairs

March 20 is the deadline for departmental books orders. After March 20, the liaisons have the control of the department book money. Letters to department chairs informing them of the deadline will be sent out soon.

6. Big Ticket Items

Big ticket items were approved for purchase.

7. Print Encyclopedias

There is no money to purchase new editions of print encyclopedias. Some older encyclopedias may need to be moved to the stacks.

8. Nippon Foundation

We have applied for a grant from Nippon Foundation, and if approved, we will receive 100 books about contemporary Japan.

9. CONStor, JSTOR and CRL

Other CONSORT schools are sending JSTOR volumes to CRL, but we are not doing it. At some point in the future, we may decide to do so. Bernard led 2 work study students to help Oberlin move their volumes to CRL in early January. Theresa informed the group that we can send items to CONStor now.

10. Choice Cards

We will keep the Choice cards, Choice Magazine and our online subscription to Choice.

Submitted by
Joy Gao