

SERVICES COMMITTEE
November 10, 2004
MINUTES

PRESENT: Erin Apostol, Brian Hartson, Lou Anne Lundgren, Philip Ritter, Heidi Fuge

EXCUSED: Lois Prenovost, Robert Jaquay

Meeting called to order by E. Apostol, Chair

I. CD DISTRIBUTION

Discussion regarding the distribution of the 5,900 CDs that UHLS received because of the settlement of a statewide music industry lawsuit. The Directors Association reviewed and approved a proposed distribution process that treated all libraries and branches equally. The libraries may choose to participate in the distribution, and the CDs will be divided equally among the participants. P. Ritter noted that there is supposed to be approximately 1,900 different titles, with up to 100 copies of a single title. The majority of the CDs are not of great value since they are remainders from the music industry, however they might be used to fit in with the music theme of the 2005 Summer Reading Program.

P. Ritter reported that, to date, 20 libraries have indicated that they want to receive the CDs.

The libraries who choose to participate will be required to submit an anecdotal report concerning the use of the CDs. This report must be submitted to UHLS no later than September 1, 2005.

P. Ritter, Mary Fellows and Jo-Ann Benedetti will be creating the collections to be sent to the members libraries and will be working on the method of distributing these.

E. Apostol recommended the creation of a reporting form to go to the libraries that would make the collecting and reporting of the necessary data much easier.

Consensus that the Committee will recommend Board acceptance of the proposed distribution process whereby all participating libraries will receive the same number of CDs, branches will be treated equally, and an anecdotal report regarding the CD usage must be submitted to UHLS no later than September 1, 2005.

II. COURIER CONTRACT

P. Ritter reported that C D & L has accepted the courier contract with the changes proposed by the Services Committee and the Board. When the appropriate person at C D & L returns from vacation, the contract will be signed.

III. OTHER BUSINESS

P. Ritter noted that the Services Committee will have to meet in December to review the Construction Grant applications and make recommendations to the Board at that time.

Heidi A. Fuge

11/11/04