Minutes of CLS Communications Committee
ALA Midwinter Conference 2000, San Antonio
January 16, 2000 2:00 pm

Attendance: Rosemary Arneson, Melinda Dermody, Paul Frisch, Susan Richards
Absent: Sharon Britton, Damon Hickey
Guests: Terry Ballard, John Jaffe, John West, Mickey Zemon

The first item on the agenda was the CLS web site. John West is the webmaster for the CLS web site at http://www.ala.org/acrl/cls/index.html. John gave a report on the site thus far. There have been over 3300 hits since it's inception. A new addition to the site is College Libraries Section Committee Volunteer Form available online through the web. This form on the web site has been acknowledged as a good success as there have already been 12 forms completed since this was added in 1999. John West was acknowledged and greatly commended for his extensive work on, and maintenance of, the web site.

Next, there was discussion of the CLS Website Guidelines. After a few slight changes, the Executive Committee approved the guidelines. There was discussion of the need to put these guidelines on the web, and what would be the best location for these guidelines. It was also suggested that these be put in the CLS Newsletter as well.

There was further discussion of the web site. There has been no pressure from ACRL about moving the site to their server. Since the current location is working well, and since we are able to maintain flexibility on the current server, it was decided that we’d leave the web site at Austin College. One member discussed the option and possible future need of registering "cls.org" We directed John Jaffe to ask ACRL to register "cls.org" for possible future use. If and when this is approved, it will need to be approved by Austin College which serves as the host of this site.

Posting committee minutes on the site was discussed. Currently, the Executive Committee minutes are all posted on the web site. John will explore the issue of posting the minutes of all eight CLS committee minutes on the web. As an experiment of the feasibility of this project, we will begin by posting the minutes of the Communication Committee and the Research Committee. There will be some experimentation to see whether or not alternative formats of the minutes (RTF vs. HTML) would make John’s job easier. The Communication Committee minutes will be sent in both RTF and HTML.

It was also decided that the web site should be reviewed and checked by the Communications Committee for current and accurate information, as well as active/dead links. At this point, the schedule for checking the site will be once before ALA Annual and once before ALA Midwinter. Rosemary volunteered to check the site before the Annual conference. Susan will notify Rosemary when potential changes might occur (ex: change in committee membership etc.).

The CLS Newsletter was the next item on the agenda. Paul indicated that he is always looking
for possible submissions, articles etc. Is was also mentioned that a link on the web page may be added to allow individuals to send submissions for the newsletter. After much hard and great work, Paul Frisch will be stepping down as editor of the newsletter. After some attempts at recruiting a person to serve as editor for the next two years, there were two individuals who expressed possible interest -- Catherine Lee at Wesleyan College and Melinda Dermody at Lake Forest College. Susan will talk to the individuals about the possibility of serving as editor. The newsletter typically comes out twice a year in November and April. ACRL is in charge of printing and distributing.

Damon Hickey, manager of the COLLIB-L listserv, was absent due to illness. His report was given in absentia:
"Since I wasn't able to make it to the meeting, I'll give my COLLIB-L report after the fact. We have had 1,000 subscribers (we may be down slightly right now--we're a little like the stock market in hitting new highs, experiencing a "correction," but then going back up) as recently as last week. There are no problems to report. Discussion continues to be brisk and generally civil."

Copies of the recently approved ACRL Strategic Plan 2005 were distributed. Susan asked the committee to think about how we fit into the strategic plan. She asked us to send her any ideas or activities that we might have.

Copies of the new ACRL brochure were also distributed. The paragraph on the College Libraries Section was noted and reviewed.

Mickey Zemon spoke briefly about the CLS Dinner at ALA annual in Chicago 2000. The dinner will be held at The Berghoff restaurant. Mickey is also checking with ACRL about whether or not they can provide funds for deposits needed for such events. She is not sure that this will be a possibility for ALA annual, but is checking for future events. It was also briefly mentioned that non-CLS members are strongly encouraged to attend the dinner.

Mickey asked about the need for volunteers on the Communications Committee. It was decided that two additional people could be added. Regarding committee membership, there was also discussion of "virtual" members who would play a role on committees, but would not be required to attend the conferences. The Research Committee and the Clip Notes committee will be the first committees to test out the possibility of "virtual" committee members. The Executive Committee has discussed this issue and guidelines for "virtual" members will be developed by ALA annual conference 2000.

The meeting adjourned at approximately 3:15 pm.

Respectfully submitted,
Melinda Dermody