



**THE CENTER FOR RESEARCH LIBRARIES**  
**COUNCIL OF VOTING MEMBERS**

**BUSINESS MEETING – APRIL 19, 2012**

**DRAFT**

**MINUTES**

The annual meeting of the Council of Voting Members of the Center for Research Libraries came to order at 10:00 am Thursday, April 19, 2012 at Loyola University, Chicago, IL with Sarah Michalak Chair, Board of Directors, presiding. Present were Councilors, guests and staff as listed in Attachment A to these minutes.

Bernard Reilly, CRL President, stated that CRL was holding this year's meeting at Loyola University to highlight the diversity of types of institutions that participate in the Center. Mr. Reilly expressed his appreciation to Loyola University Libraries dean Robert Seal for hosting the meeting and noted that Loyola University has been a longstanding and very active member of CRL.

Mr. Reilly then introduced Robert Seal, who welcomed guest to Loyola University's lake shore campus and the Richard J. Klarchek Information Commons, overlooking Lake Michigan. Mr. Seal noted CRL's major role in the world of resource sharing, collection development and digitalization; mentioned several faculty members who have used the Center's collections and services; and a give a brief overview of the university.

Mr. Seal noted that the Information Commons building was a joint project of the University Libraries and Information Technology Services. It provides spaces and technology for group study and team learning; high-speed Internet connectivity including wireless; and "comfortable spaces for serious work, reading and relaxation." Mr. Seal noted that the Commons is an environmentally-engineered building. .

**CHAIR'S ANNUAL REPORT:** Chair Sarah Michalak welcomed and thanked participants for attending the business meeting. Ms. Michalak then introduced the Center's Board of Directors:

- Paul Courant, (vice-chair), University Librarian & Dean of Libraries, University of Michigan
- Leslie Weir, (secretary, and chair, membership committee), University Librarian, University of Ottawa
- Deborah Carver, (treasurer, and chair, budget & finance committee) Dean of Libraries, University of Oregon
- Richard Fyffe, (chair, collections and services policy committee), Rosenthal Librarian of the College, Grinnell College
- Edward Macias, Provost, Executive Director Academic Affairs, Washington University in St. Louis
- Susan Gibbons, University Librarian, Yale University
- James Grossman, Executive Director, American Historical Association

- Charles Henry, President, Council on Library and Information Resources
- Earl Lewis, Provost and Executive Vice President for Academic Affairs, Emory University
- Susan Martin, Provost and Senior Vice Chancellor for Academic Affairs, University of Tennessee, Knoxville
- James Mullins, Dean of the Library and Professor, Purdue University
- Joyce Ogburn, Dean, J. Willard Marriott Library and University Librarian, University of Utah
- Scott Waugh, Executive Vice Chancellor and Provost, University of California, Los Angeles
- Janice Welburn, Dean of Libraries, Marquette University
- Bernard Reilly, (member, executive committee and ex officio member of all committees), President, CRL.

Ms. Michalak full report is provided as Attachment B to these minutes. Also, additional comments can be found in the Center's published Annual Report.

**APPROVAL OF THE MINUTES OF 2011 MEETING:** Secretary, Leslie Weir, submitted the Minutes of April 21, 2011 annual meeting of the Council of Voting Members for approval. There being one correction,

**The Council of Voting Members Minutes of April 21, 2011 were approved as distributed. [MOVED: Ms. Weir and SECONDED by several: VOTED: unanimously.]**

**SECRETARY'S REPORT ON MEMBERSHIP:** Secretary Weir presented the membership Status Report which indicated that the total membership for fiscal year 2012 was 265 with the enrollment of thirteen new Voting Members and one OhioLink institution: Air Force Institute of Tech. (OhioLink), Baylor University, Baruch College (CUNY), College of Staten Island (CUNY), Graduate Center (CUNY), Mississippi State University, National University, Norwich University, Queensborough Comm. College (CUNY), University of California, Merced, University of Hawaii at Manoa, University of Texas at El Paso, Westminster College, and West Virginia University. The net increase in fiscal year 2012 membership revenue was \$50, 430. Ms. Weir reported that 8 of the 14 enrolled under the New Voting Member Incentive Program, and that 5 of the 14 were eligible for the minimum cost share and one (AFIT) joined through OhioLink.

Ms. Weir presented a chart summarizing the membership from FY 2008-2012 which indicated that during difficult financial times the Center was able to retain members and has in fact increased its member population by 21 members since 2008. Ms. Weir congratulated the Membership Committee and the Center's staff for their focus and attention to increasing membership.

Also, Ms. Weir reported that as of July 1, 2012 CRL will have another new voting member and another new OhioLink institution: Boston College and Rock & Roll Hall of Fame Library and Archives. Ms. Weir noted that the deadline for notification of membership non-renewal for the upcoming fiscal year was December 31, and that two institutions had submitted non-renewal notifications for FY 2013.

**PRESIDENT'S REPORT:** Bernard Reilly, President, reported on three areas: what CRL accomplished in FY 2012; new developments during the current fiscal year; and what prospects lie ahead for CRL. Mr. Reilly reported that in FY 2012 the Center invested significantly in collections: in upgrading the physical plant, and in continued digitization of collections. Reilly reported that CRL had expanded

licensing, and data harvesting and analysis to inform member acquisitions of major databases. In FY 2013, Reilly reported, CRL would focus on four major domains: news, law and government, agriculture, science, technology, engineering; and briefly outlined some activities and objectives for the coming year. Mr. Reilly's presentation can be found at [www.crl.edu](http://www.crl.edu).

**TREASURER'S REPORT:** Treasurer Deborah Carver covered several budget related topics: CRL's new investment strategy; the year-end results for FY 2011 and independent auditors' report, the FY 2012 results; and the proposed budget for FY 2013.

Mr. Carver reported that last April the Board approved a new investment policy, to address concerns that CRL's previous investment practices were overly conservative. By taking a new approach CRL is endeavoring to preserve capital, manage risk and realize some additional revenues. Ms. Carver reported that a new Investment Committee has been established to that is working closely with the Center's full Budget & Finance Committee. The Budget & Finance Committee Members are: Deborah Carver (chair), University of Oregon, Paul Courant, University of Michigan, Que Nguyen, University of Chicago, James Cogswell, University of Missouri-St. Louis, Martha Brogan, University of Pennsylvania, Rick Schwieterman, OCLC, and Bernard Reilly, CRL. Ms. Carver reported that in spring 2011 the Committee authorized the CRL controller to invest \$2 million held in cash accounts and non-interest bearing money markets, in a set of Vanguard portfolios. The new investments to date yielded markedly improved returns.

Mr. Carver reported that in FY 2011 revenues increased slightly over the previous year, due to the growth in membership, and expenses were lower than expected, resulting in an increase in operating assets of \$143,820; for FY 2012 a slight operating deficit (\$54,558) is projected; the FY 2011 auditors' report gave a clean opinion and was quite positive and listed no significant concerns.

In presenting the budget proposal for FY 2013 Ms. Carver highlighted the projected FY 2013 operating fund revenue; and operating fund expenditures. Ms. Carver pointed out that the personnel costs in the FY 2013 operating fund will be marginally higher than in FY 2012. The increase results from a 15% increase in medical insurance premiums; a 2.5% pool for merit and market adjustments for some staff positions; movement of a few high-performing part time staff to regular status; and expansion of CRL's IT staff to accommodate growing digital activities and services. The Budget and Finance Committee and Human Resources and Compensation Committee recommended that in accordance with industry norms, up to 2.5% (\$50,601) be made available for merit and market adjustments for the coming year.

A Councilor asked about the balance of funds in the Center's reserves. Raymond Sallay, CRL's Controller responded that the reserves totaled "just over \$2.1 million.

A Councilor asked whether CRL intended to impose a spending limit so that some of the investment income would be reinvested. Ms. Carver responded that the earned income would be invested and that the current allocation of funds approximates the target allocations of 60% in equities and 40% in fixed income funds. Ms. Carver noted that there is a 2.5% cap, so when the funds in equities exceed the target by 2.5% the allocations are rebalanced.

David Magier, Princeton University asked "about the trend in CRL's library expenditures over the years". Ms. Carver replied that library materials expenditures have generally been consistent over the years, but that CRL has increased its investment in digitization and licensing, which is not reflected library materials expenditures.

Then,

**The Council of Voting Members approved the budget for Fiscal Year 2013 as presented with a 0.52% member cost-share rate.  
[MOVED: Ms. Carver; SECONDED: Edward Shreeves,  
University of Iowa; VOTED: unanimously.]**

**ELECTION OF DIRECTORS.** Sarah Michalak, Chair of the Nominating Committee presented the slate of nominees for election to the Board of Directors for three-year terms beginning April 19, 2012, as recommended by the Nominating Committee. Ms. Michalak thanked the members of the Committee: Barbara Dewey, Pennsylvania State University; Earl Lewis, Emory University; Nancy Allen, University of Denver and Bernard Reilly, CRL. The Chair declared that nominations from the floor were in order. There were no additional nominations from the floor.

Then,

**The Council of Voting Members approved the following slate of nominees to be elected to the Board of Directors for three-year terms beginning at the close of this meeting:**

- **Dan Hazen, Associate Librarian of Harvard College for Collection Development, Harvard University**
- **James Hilton, Vice President and Chief Information Officer, University of Virginia**
- **Paul Courant, University Librarian and Dean of Libraries, University of Michigan (second term)**
- **Charles Henry, President, Council on Library and Information Resources (second term)**
- **Leslie Weir, University Librarian, University of Ottawa (second term)**

**[MOVED: Ms. Weir; SECONDED: Sharon Brown, Wilfred Laurier University; VOTED: unanimously.]**

Ms. Michalak encouraged Councilors to submit their suggestions for the Board next year to either the Board chair or to CRL's President, who will present them to the Nominating Committee.

Ms. Michalak reported that the new Board Officers, elected by the CRL Board on April 18, are: Sarah Michalak (chair), Associate Provost for Libraries and University Librarian, University of North Carolina at Chapel Hill, Richard Fyffe (vice-chair), University Librarian, Grinnell College, Deborah Carver (treasurer), Dean of Libraries, University of Oregon, and Leslie Weir (secretary) University Librarian, University of Ottawa.

Also, Ms. Michalak reported that outgoing Board members were Earl Lewis, Provost and Executive Vice President for Academic Affairs, Emory University and James Mullins, Dean of the Library and Professor, Purdue University. Ms. Michalak thanked them for their service.

**CRL PRIMARY SOURCE AWARDS.** Richard Fyffe, Chair, Collections and Services Policy Committee, announced the primary source awards. Mr. Fyffe reported that CRL's Collection and Services Policy Committee reviewed all nominations and identified the top projects in three areas: access, research, and teaching. Mr. Fyffe thanked the members of the committee for their work and service: Winston Atkins, Duke University, Fern Brody, University of Pittsburgh, Sharon Farb, University of California, Los Angeles, Dan Hazen, Harvard University, Scott Mackenzie, Simon Fraser University, Jeanne Richardson, Arizona State University, Greg Raschke, North Carolina State University and Bryan Skib, University of Michigan. Mr. Fyffe reported that the purpose of the awards is to identify and recognize innovative uses of primary sources materials. The awardees are:

*Primary Source Award for Access*

Dan Reboussin, Head, African Studies Collections, University of Florida  
Nominated by: Laurie Taylor, Digital Humanities Librarian, University of Florida

*Primary Source Award for Research*

Amy Brady, Graduate Student, University of Massachusetts Amherst

*Primary Source Award for Teaching*

Dr. Sayre Greenfield, Professor of English, University of Pittsburgh (Greensburg campus)  
Nominated by: Amanda Folk, Reference/Public Services Librarian, University of Pittsburgh

On behalf of the Board of Directors Mr. Fyffe congratulated the awardees for their fine projects and thank all of the other submitters and nominees. Mr. Fyffe noted that detailed information about each award could be found in the spring 2012 issue of Focus, the Center's online newsletter.

Mr. Reilly thanked Sarah Michalak for her work as Chair and the attendees for participating in the business meeting and noted that the Global Resources Collections Forum, Part I: New Horizons in Primary Source Research would begin at 2:00pm.

## Attachment A

### Council of Voting Members Meeting Attendees List (April 19, 2012)

#### *INSTITUTION*

#### *NAME*

Adler School of Professional Psychology	Kerry Cochrane
Adler School of Professional Psychology	Heather Cannon
University of Alabama	Lou Pitschmann
University of Arizona	Stephen Bosch
University of Arizona	Kerry Scott
Arizona State University	Sherrie Schmidt
University of Arkansas	Carolyn Allen
Baylor University	Jeff A. Steely
Brigham Young University	Robert G. Murdoch
University of California, Berkeley	Tom Leonard
University of California, Davis	Amy Kautzman
University of California, Irvine	Lorelei Tanji
<b>*University of California, Los Angeles</b>	<b>Scott L. Waugh</b>
University of California, Los Angeles	Beverly P. Lynch
University of California, Merced	Jim Dooley
University of California, Santa Cruz	Kerry Scott
Carleton University	Wayne Jones
Case Western Reserve University	Arnold Hirshon
<b>*Center for Research Libraries</b>	<b>Bernard Reilly</b>
Center for Research Libraries	Ann Okerson
Center for Research Libraries	Lizanne Payne
Center for Research Libraries	Patricia Finney
Center for Research Libraries	Amy Wood
Center for Research Libraries	Don Dyer
Center for Research Libraries	Mary Wilke
Center for Research Libraries	Toni Kibort
Center for Research Libraries	Moises Gamez
Center for Research Libraries	Gwen Ihnat
Center for Research Libraries	Yvonne Jefferson
Center for Research Libraries	Virginia Kerr
Center for Research Libraries	Prasad Ramidimukkal
Center for Research Libraries	Raymond Sallay
Center for Research Libraries	James Simon
Center for Research Libraries	Kevin Wilks
Center for Research Libraries	Patricia Xia
Center for Research Libraries	Teletha Brown
University of Chicago	Alice Schreyer
University of Chicago	Judith Nadler
University of Chicago	Peter Leonard
University of Chicago	Elizabeth Long

***INSTITUTION***

University of Cincinnati  
Colby College  
College of William and Mary  
University of Colorado  
Colorado College  
Columbia University  
University of Connecticut  
Cornell University  
**\*Council on Library and Information Resources**  
Dartmouth College  
DePaul University  
University of Denver  
University of Florida  
Florida International University  
Florida State University  
George Mason University  
Georgia State University  
**\*Grinnell College**  
Harvard University  
University of Houston  
University of Illinois at Chicago  
University of Illinois at Chicago  
University of Illinois - Urbana Champaign  
University of Illinois - Urbana Champaign  
Indiana University  
University of Iowa  
Kansas State University  
Kansas State University  
University of Kansas  
Knox College  
Loyola University of Chicago  
Loyola University of Chicago  
Loyola University of Chicago  
Loyola University of Chicago  
**\*Marquette University**  
Marquette University  
Marquette University  
University of Massachusetts  
University of Maryland, College Park  
Miami University of Ohio  
Michigan State University  
University of Missouri-Columbia  
University of New Mexico  
National Humanities Center  
The Newberry Library  
The Newberry Library  
The Newberry Library

***NAME***

Dan Gottlieb  
Toni Conley Katz  
Catherine Reed  
Yem Fong  
Lisa Lister  
Pamela Graham  
Michael Young  
Bronwen Bledsoe  
**Charles Henry**  
Elizabeth E. Kirk  
James Galbraith  
Nancy Allen  
Judith Russell  
Laura Probst  
Julia Zimmerman  
John G. Zenelis  
Tammy Sugarman  
**Richard Fyffe**  
Dan Hazen  
Marilyn Myers  
Stephen Wiberley  
Mary M. Case  
Thomas Teper  
Steve Witt  
Carolyn Walters  
Edward Shreeves  
Lori A. Goetsch  
Marcia Stockham  
Deborah Ludwig  
Jeffrey A. Douglas  
Robert Seal  
Niamh McGuigan  
Jeannette Pierce  
Peter Shillingsburg  
**Janice Welburn**  
Rosemary Del Toro  
Scott Mandernack  
Leslie Button  
Patricia A. Steele  
Aaron Shrimplin  
Steven Sowards  
Jim Cogswell  
Martha Bedard  
Eliza Robertson  
Hjordis Halvorson  
Jessica Grzegorski  
Eric Nygren

**INSTITUTION**

**NAME**

The Newberry Library  
The Newberry Library  
University of North Carolina at Chapel Hill  
**\*University of North Carolina at Chapel Hill**  
University of North Texas  
Northwestern University  
Northwestern University  
Northwestern University  
Northwestern University  
University of Notre Dame  
University of Oklahoma  
Ohio State University  
Ohio State University  
**\*University of Oregon**  
**\*University of Ottawa**  
University of Pennsylvania  
University of Pennsylvania  
Pennsylvania State University  
Pennsylvania State University  
Princeton University  
Princeton University  
**\*University of Purdue**  
University of Rochester  
Rutgers, The State University of New Jersey  
University of Saskatchewan  
The School of the Art Institute of Chicago  
Skidmore College  
University of South Florida  
University of South Florida  
State University of New York at Binghamton  
University of Tennessee  
Texas A & M University  
Texas A & M University  
Texas Tech University  
**\*University of Utah**  
Utah State University  
University of Washington  
Washington University  
Wayne State University  
West Virginia University  
Westminister Colllege  
Wilfrid Laurier University  
University of Wisconsin-Madison  
**\*Yale University**  
York University

Joy Austnan  
Tia Parks  
Carol Hunter  
**Sarah Michalak**  
Sian Brannon  
Sarah M. Pritchard  
Harriet Lightman  
Eloise Vondruska  
William McHugh  
Diane Parr Walker  
Karen Rupp-Serrano  
Karla Strieb  
Steven Sowell  
**Deborah Carver**  
**Leslie Weir**  
Rebecca Stuhr  
Martha Brogan  
William Brockman  
Debora Cheney  
Karin A. Trainer  
David Magier  
**James Mullins**  
Helen Anderson  
Thomas M Izbicki  
Donna Canevari  
Claire Eike  
Susan Zappen  
Cheryl McCoy  
Rich Bennett  
Edward Shephard  
Steve E. Smith  
Lan Yang  
Carmelita N. Pickett  
Marina Oliver  
**Joyce L. Ogburn**  
Richard Clement  
Linda Di Biase  
William H. Wibbing  
Sharon Phillips  
Hilary Fredette  
Diane Vanderpol  
Sharon Brown  
Mary Rader  
**Susan Gibbons**  
Tom Scott

**\* CRL Board of Directors**



## **ATTACHMENT B**

### **Chair's Report** (April 19, 2012)

I want to begin the Chair's remarks by pointing out the scrolling tribute to many staff, CRL members and other contributors who have done so much for CRL collections and services this year.

"Dear Sarah," begins an email message from Professor Lars Schoultz at the University of North Carolina-Chapel Hill. He says:

"If you check CRL's database of frequently borrowers, you will see that I am certainly Gold and probably Platinum. I'm maybe Platinum Plus. That's because I study the history of U.S. relations with Latin America, which requires the heavy use of presidential papers and Latin American materials, especially government documents and periodicals. Our home collection is excellent but CRL's depth is truly astounding. After more than three decades of borrowing, I am still waiting for the day when CRL tells me that it does not have what I need."

"So let me warn you and your colleagues who are gathered in Chicago: a lot of your forebears created and nurtured an organization that a lot of us depend upon for our research. Now it's your generation's turn to run CRL, and I'm sure you will find good reason to tinker a bit here and there, but as you contemplate change first do no harm."

I think that what Professor Schoultz is saying is that it is necessary to make important changes but it is also important to tend to the fundamentals. CRL President Bernard Reilly chose the theme "Fundamentals" for the 2010-11 annual report. In his introduction to the report, Mr. Reilly says, "this year CRL reaffirmed its longstanding commitment to preserving the 'fundamental' raw materials of advanced research: primary source collections". Going on he says, "Throughout its history CRL has ensured the survival of many of kinds of primary sources: the newspapers, archives, government publications, historical journals, and other materials that form the substrate of documentation essential to today's scholarship."

But CRL's activities must go broader to ensure that all of its resources are deployed to support research and scholarship. Digitizing Latin American, African and South Asian newspapers (540,000 pages in 2010-11 alone), providing opportunities for our North American library and scholarly communities to discuss pressing issues such as preservation of data and documentation about water, promoting discussion about new approaches to collection development via webinars and in-person conferences, and aiding libraries in negotiating terms for some of the large humanities research databases are examples of important CRL activities that represent not a change in CRL's mission but changes in the way CRL pursues its mission.

During the current year CRL demonstrated once again that it is possible to tend to the fundamentals in creative and resource-conscious new ways. CRL and the Linda Hall Library of Science, Engineering, and Technology have entered into a strategic partnership to preserve and develop historical research collections in the fields of science, technology and engineering. The partnership will build upon the rich holdings of print serials in those fields assembled by the two institutions during the past six decades.

Linda Hall Library, located in Kansas City, was founded in 1946 and CRL started in 1949 - they are almost twins. Together, these two collections constitute a premier library of global science. CRL and Linda Hall will now combine human, technical, and financial resources to further develop these collections, actively promote their visibility and use, and preserve them for future generations of scholars and researchers. .

Returning to Professor Schoultz, the new agreement with Linda Hall is the kind of change that he welcomes whole-heartedly: a solid plan to extend and sustain access to and preservation of valuable research materials. I know because at the University of North Carolina–Chapel Hill he is a long-serving library advisory board member and a constant user of our collections. To tell the truth, I sort of embarrassedly changed the conclusion of his message. Instead of saying, “First do no harm”; he said it straight out “For heaven’s sake, don’t screw it up”.