

CRRA Board agenda and minutes
Wednesday, Dec. 9, 2009
4-5 p.m. EST; 3-4 p.m. CST; 1-2 p.m. PST;

Present: Kim Kelley, Steve Connaghan, Artemis Kirk, Tom Leonhardt, Ed Starkey,
Janice Welburn, Jennifer Younger, Pat Lawton

AGENDA

1. Welcome, approval of previous minutes, agenda review and adoption
2. Discussion of prospective members
3. Preview of updates to be sent to Leadership Council and directors of Catholic college, university and seminary libraries and archives
4. Announcements – All
5. Agenda topics for next meeting – January 19, 2010 at BC

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1. The minutes of Nov. 19, 2009 were approved. A review of membership issues was added as agenda item 1A.

1A, 2. Kim, Janice, and Artemis reported on their meeting regarding membership, which they had volunteered to do at the October 6, 2009 meeting. They provided an overview of concerns for membership. Key recommendations included:

- stay with academic institutions;
- prioritize themes and identify prospective institutions by priority collecting areas (themes);
- match themes to the institution; and
- invite participants gradually.

The Board agreed to invite only academic institutions at this time. One reason is that we perceive their collections to be of more permanence which is important for future accessibility via the Portal.

The Board determined not to prioritize the themes. Although input from the Scholars Advisory Committee or the focus groups could be used to determine priorities for adding content to the Portal, it was noted that individual scholarly interests can collectively be very wide-ranging. Pat Lawton clarified that the list of the themes in the strategic plan is not in any priority order. She will revise the list to put them in alphabetical order.

Three criteria for new members were proposed and unanimously approved.

1. Collections must be relevant to portal themes.
2. Institutions must have the ability to pay.
3. Institutions must be willing and ready to provide bibliographic access to their collections (collections cannot be hidden).

Artemis wondered how content is clustered around themes in the Portal. Pat will explore how content in the Portal is clustered around the themes, how the focus group discussions related to themes and how the collections of prospective members might relate to the Portal themes. She will report to the board at its January meeting for further discussion of prospective members. The Board agreed that the pace of membership growth has to support the addition of relevant content to the Portal as well as the expansion of the revenue for sustaining the Portal. In anticipation of inviting new members, Jennifer and Pat will draft a letter of invitation for prospective members. The letter needs to say why they are invited, the benefits and expectations of membership.

3. The Leadership update will be revised to convey that a key factor in inviting new members is for the content they will add to the Portal and be sent in January 2010.

4. Kim Kelley will be leaving the CRRA Board, and introduced Steve Connaghan who will succeed her on the Board. Ed Starkey is retiring from the directorship at the end of December but will remain on the Board. All expressed appreciation and good wishes for Kim and Ed.

5. The Board is scheduled to meet in Boston on Friday, January 19, 2010, from 9:00 to noon, at Boston College. Jennifer will contact Tom Wall for details.