

MINUTES FOR THE “READS-TO-GO” STEERING COMMITTEE

Monday, November 13, 2006, 10:00 AM
Local Government Center, Concord, NH

In attendance: Amy Thurber (co-chair), Claudia Mayer (co-chair), Sondra VanderPloeg, Diane Mayr, Gail Zachariah, Trisha Ryden, Sara Basbas, and Diane Gilson.

Minutes of the October meeting were read and accepted. Correction on the spelling of the bag supplier name was duly noted.

OLD BUSINESS

Sondra reported that Wal-Mart required a face-to-face meeting between grant applicants and local store managers. As there is no store in her area, she was unable to pursue this avenue. She was able to secure an application for the Verizon grant which has a December 1 deadline. Sondra read the application with her suggested responses and asked for input on several questions, which she received. It was decided to have Sondra submit the application when completed as the deadline precedes the next meeting. Diane M. suggested that we ask for the initial start-up costs of 10 kits =140 paperbacks and 10 large prints plus bags. If we received this grant, READS could be responsible for copying costs for the additional materials. There was concern about the cost of creating a logo as well as copying and that maybe these could be included in the grant. Claudia will speak to her staff member about the cost of creating a logo and get the figures to Sondra. Gail suggested creating a PDF format bookmark on the READS site in color and allow libraries to print their own as a means to save on copying costs.

Claudia reported that she did not have prices on the bags, but would be speaking to the vendor this week.

Diane G. reported that Mary Russell from NHAIS Services was willing to work with the committee on producing separate NHUPAC records for the kits. Mary offered to create a sample record that would be OCLC compatible. She asked that the committee submit one title that was likely to be included in the start-up. It was agreed to submit The Memory Keeper's Daughter as the sample. Mary also suggested that she try to find a Boolean limiter to enable a NHUPAC search of just the READS kits. Diane also

reported that Mary was pleased that the committee had heeded her warnings about some of the difficulties READS would face regarding ILL protocol and password-sharing.

NEW BUSINESS

The criteria for inclusion on the READS list was set with little discussion. As follows: required format should be in print paperback except for large print which may be in hard or soft cover; titles must be discussable; supporting materials should be available; titles should represent a mix of genres; unmarked donations are acceptable; READS will consider supplying large print editions to donated kits; READS must approve any titles not on their list.

After much discussion, a lengthy list of possible titles was agreed on. Amy T. suggested typing up the list and voting on it through e-mail. It was agreed that 10 titles would be initially chosen with 20-25 titles reserved as a “wish list” for libraries wanting to participate. A suggestion was made that all committee members should look through their duplicate copies for possible inventory.

The agenda for the next meeting will be to set criteria for the continued operation of the program, finalizing the start-up titles, and contact list for libraries planning to house kits. Next meeting is set for Monday, December 4, same time and location.

Meeting adjourned 12:05 PM.

ACTION LIST

Claudia is to obtain bag pricing from vendor.

Claudia is to notify Sondra of logo design cost.

Sondra is to complete and submit Verizon grant application.

Diane is to submit sample title to NHAIS.

Amy T. will distribute title list for voting and compile results.

All members will search any duplicate inventory for titles.

**Respectfully submitted,
Diane Gilson**

