

Draft agenda for the RBMS Publications Committee meeting at the ALA midwinter conference, Saturday, 16 January 2010, 1:30 to 3:30 p.m., in the Dedham Room of the Hyatt Regency in Boston.

[Please note that this is an open meeting, and members of the committee and visitors interested in the session should confirm the time and location by consulting the printed conference program upon their arrival in Boston.]

1. Welcoming remarks and introductions.
2. Selection of a recorder of the minutes of the meeting.
3. Review and approval of the minutes from the annual meeting in Chicago. (These are included after the agenda items.)
4. Review of the process for and the execution of the exhibition award certificates on behalf of the Exhibition Awards Committee.
5. Review of *Your Old Books* with respect to updates and revisions that might be desirable. Members of the committee are encouraged to print out a copy from our Web site, read it carefully before the meeting, and be prepared to make comments and recommendations.
6. Review of the ongoing work of the Web team on behalf of the section.
7. Consideration of other publication projects that might benefit from the involvement of the RBMS Publications Committee.
8. Discussion of any projects that might be candidates for support from the ACRL Publications Committee.
9. New business and announcements.

William La Moy  
Chair

Minutes of the RBMS Publications Committee meeting at the ALA annual conference, Saturday, 11 July 2009, 1:30 to 3:00 p.m., in LaSalle 3 of the Palmer House Hilton in Chicago.

Attendees: James P. Ascher, Katie Carr, Eva Guggemos, Hjordis Halvorson, Melissa Hubbard, Mike Kelly, William La Moy (chair), Ken Lavender, Christine Megowan, Richard Noble, John Pull, Chris Smith, and Holly Snyder.

Katie Carr was selected to record the minutes, and the attendees introduced themselves to the group. The minutes of the previous meeting (24 January 2009) were reviewed and approved.

William La Moy reported on the creation of the commemorative keepsake volume celebrating the fiftieth anniversary of the section, which was distributed to attendees of the RBMS 2009 preconference

in Charlottesville. Given the timetables involved, it was not possible to involve the entire committee in producing this publication. Instead, William La Moy designed the volume and saw it through production after the release of the manuscript by Arvid Nelsen and Terry Belanger. The Rare Books and Manuscripts Section had allocated one thousand dollars of its own operating funds for this project, but ACRL graciously contributed the remaining financing for the volume. A resolution is being drafted by the Executive Committee to thank that organization for its extraordinary generosity in this matter.

A new Adobe InDesign template for the exhibition award certificates was created by William La Moy this year on behalf of the Exhibition Awards Committee, and this could be utilized for future award ceremonies. The decision was made to include the names of the individuals involved in the production of the winning entries, as well as the name of the sponsoring institution. The cost of printing these certificates has often been paid by individuals in the past. It was suggested that the institution with which the chair of the Publications Committee is affiliated should perhaps assume responsibility for this modest expense. Alternatively, reimbursement could be sought from the Exhibition Awards Committee. The 2009 Leab awards program was printed with a color cover this year, thanks to Katharine Leab's donation of her honorarium for her marvelous presentation at the RBMS preconference in Charlottesville.

Richard Noble suggested using the staff side of the Web site to make computer files (such as logotypes and templates) available for members of the Publications Committee and potentially for members of other committees as well.

James Ascher reported for the Web team. He will assume the position of Web editor, and Christopher Smith will stay on to create a Web manual for future editors and Web team members. Shannon Supple will take on the position of the Web assistant. The Web team also has three new volunteer members: Randal Brandt, Katie Carr, and Jason Kovari. With the new team will come a new Web liaison structure to the different RBMS committees. The Web team continues to use Google Analytics and has determined that *rbms.info* had over one hundred thousand visitors in the past year. The most frequently visited pages are *Your Old Books*, *Controlled Vocabularies*, and the preconference page or the main page, depending upon the time of year. The Web team has created a new 404 error message that suggests a page to the visitor and provides an opportunity to search the site. New RSS and Twitter feeds have been created for the Web team. The Web team has also revised PDF files for the Exhibition Awards Committee. Christopher Cook and Christian Dupont sent RBMS newsletters to James Ascher, who digitized them, made them fully searchable, and placed them on the RBMS Web site. The Web team is also looking into mechanisms for posting presentations from the preconferences.

Eva Guggemos reported that the Membership and Professional Development Committee had created a document in the form of frequently asked questions for people new to the profession and that the committee was seeking the assistance of the Publications Committee in posting this to our Web site. The Web team agreed to experiment with the options that would be appropriate for such an undertaking.

William La Moy will attend the ACRL Publications Committee meetings on Sunday and thank that organization profusely for its generous financial support of the keepsake volume.

The meeting adjourned at 2:37 p.m.

William La Moy  
Chair