Collection Development Committee  
Meeting Summary  
January 30, 2007


**Introductions**

The CDC welcomed Sarah Shreeves (IDEALS) and Katie Leitner (new collections graduate assistant) who will both be attending member meetings from now on.

**Big Ticket Purchase Priorities**

Tom reported that he received statements from four divisions regarding big ticket purchase priorities. Tom reiterated that he still does not know if we will receive any money or if we do come into some resources, how much that will be. There were a lot of requests for e-resources, but that seemed to be the only apparent theme. The rest of the requests were for a variety of materials.

Tom stated that he would compile all the information into one document and share it with the CDC on the Collections website.

**Budget**

It appears that we will not have an idea of the budget until very late this year, perhaps not even until July. Thus far there is no idea what numbers from campus will look like.

There is still no news on the status of the student fee. It is intended to be on the agenda in March, but it may be pushed back to the April meeting.

Also, there has been an increase to the campus tax and it is sizeable. In previous years the library has been exempt from many of the campus taxes, but that is looking increasingly unlikely this year.

- Increase in campus tax. $99,000
- 1.25% utilities
- 1.25% common cost

Over 1 million dollars in taxes have to be paid off the top. In the past the library has been exempt from this, but the library has received no assurances from the Provost that we will be exempt this year.

**Acquisitions Report**

*Timeline*

To date, we do not have a lot of the bills. Stephanie Baker is starting to run reports this week. Acquisitions has 4000 individual bills to pay.
• Inflation rates:
  • Elsevier 5.5%
  • Springer 6%

For a detailed look at this information, please refer to the Collections Info. Folder on the G:/ drive

E-Resources & Flipping
• Engineering & Physics flipped 134 titles
• Biology flipped 59 titles
• Geology flipped 54 titles

Purchase Orders
Please keep an eye on spending, especially in regards to monographs.

Lynn noted that divisional reports were posted today on the G:/ drive

Preservation Report
Tom reported to the CDC that the Conservation department has an intern through late Spring. Preservation is also planning a disaster workshop with the Fire Institute. In addition, they are currently working on some grant proposals.

Gifting Procedure Changes
Leslie Rios spoke to the CDC regarding changes to the Pension Protection Act that went into effect as of August 2006. New rules went into effect regarding large gift donations that meet an appraised value of $5000 or more. This new change greatly affects the library and the library’s gifting program, because gifts of this size are not unusual to our Library.

A couple of key points:
• any gift donation under $5000 is treated the same as usual
• if the donor is not using his/her gift donation as a tax write-off, then it can be treated the same as usual regardless of cost.
• this Act, tracks the collection of the donor. For example, if a donor had a Hemingway collection and the donor gave our institution $3500 worth of material from the collection and then gave another institution, UCLA, $3000 of the Hemingway collection in the same year, our institution would still be bound to the new rulings of the Pension Protection Act 2006. This is because the entire gifted amount from one collection in the same year equaled $6500, which is over the $5000 mark. A great burden falls on the donee (the library) because the donee must track the donor’s entire collection and not just the piece that our institution receives.
• if the gift donation is processed within 3 years, the donee institution must denote which items were put to related use—added to the library’s collection—if it was not added to the library’s collection it would be unrelated use (i.e. used in an exchange program, given away, sold), which means a lower tax deduction for the donor. If the gift takes 3 years of more to process, defining “related use” is not necessary.