

# PALMCOP

Palmetto Archives, Libraries and Museums Council on Preservation

PALMCOP BOARD MEETING

November 17, 1997

## MINUTES

Present: Marie Hollings (Chair), Sharon Bennett, John Landrum, Pat Morris, Lea Walsh

The meeting was called to order at 10:45 a.m., at the South Carolina State Library.

### OLD BUSINESS

Ms. Walsh reported that PALMCOP had \$2,715.11 in the bank in October, but that some expenses related to the annual meeting still had not been invoiced. The organization should begin 1998 with approximately \$2,500.00 on hand.

It was reported that Marie Hollings and Sharon Bennett had made presentations at the annual meeting of the SC public records officers, where they also distributed PALMCOP membership forms. Mrs. Hollings will send a letter to the association concerning PALMCOP participation.

John Landrum reported his intention to mail an issue of the PALMCOP newsletter in December which will include a report of the annual meeting, on Palmcop interns, and articles the disaster planning workshop and the public records officers.

Pat Morris reported that Theresa Montgomery had a completed draft of instructions for the environmental monitoring kit. It was decided that a fee of \$7.00 would be charged to PALMCOP members to replace monitoring supplies, and one of \$14.00 to non-members. It was announced that a SHRAB grant of \$1,200.00 would be extended to PALMCOP to fund the purchase of an ultra-violet light monitor. Richie Wiggers and John Zurlo of the Archives are responsible for distributing the monitoring package.

PALMCOP will be cooperating with the USC College of Library and Information Science to offer workshops on Disaster Planning and Recovery (Bennett) and on Book Repair. Because of a conflict with the SC Archives move in April, Marie Hollings and Sharon Bennett agreed to take over the book repair session. Pat Morris will contact Nonie Price to discuss this workshop. The State Library will again lend its workshop supplies. A workshop on repairing magnetic media might be suggested as a possible addition to the CLIS schedule.