

**St. Louis Red Cluster**  
**Minutes**  
**May 28, 1999**

Members Present: Linda Bigelow, Cathye Dierberg, Becky Grady, and Joan Clarke

Although the Red cluster consists of four institutions, we decided to consider ourselves a cluster of seven units - East Central College, Jefferson College, St. Charles County Community College, and four units of St. Louis Community College including Instructional Resources, Florissant Valley, Forest Park, and Meramec.

**Steering Committee**

There will be a steering committee composed of the library directors and site coordinators of East Central, Jefferson, and St. Charles, the Director of Instructional Resources, the library managers of Florissant Valley, Forest Park, and Meramec, and the site coordinator for St. Louis Community College. Chairs of work groups will be ex-official members of the steering committee. Decisions will be made by consensus if possible. If not, each of the four institutions will have one vote. The chair of the steering committee will rotate annually among the four institutions starting with Joan Clarke from St. Charles who will serve until June 30, 2000.

**work groups**

Four work groups will be established:

Cataloging

Circulation

Online catalog

Acquisitions/Serials

Each of the seven units may appoint a representative to each work group. Other resource people may be added as needed. Each group will elect its own chair. Work groups will make recommendations to the steering committee. Decisions that can not be made by consensus will be referred to the steering committee.

**Other Issues**

Judy Fox from Washington University has a web site, which is a good resource for migration issues. <http://www.wustle.edu/~jfox.conversion.html>.

**Next Meeting**

The first meeting of the steering committee will be held in late August or September. Issues to be addressed include implantation date and cluster name. At least initially the location of meetings will rotate so we can become familiar with each cluster unit.