

Copy 2

TRAVEL REQUESTS

All travel requests for the Kentucky Library Association's annual meeting on Oct. 24-26 and preconference, Oct. 21-23 in Louisville should be turned in to the Director's Office no later than Sept. 27 (Friday). For KLA, transportation will be paid to the drivers of cars with other passengers. Registration and one meal will be paid. Overnight lodging will be paid for program participants only.

T H E

G R E E N

B E A N

UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 9/20/74

OMBUDSMAN

Claire McCann is the new Library Ombudsman. Elizabeth Morgan and Ernie Ping counted the ballots last week and reported that a total of 53 votes were cast. Claire's office is located in the Special Collections Department and she can be reached at 88611.

MICROFORM DIVISION

A new division of the Cataloging Department headed by Gerry Webb will be working on the vast presently uncataloged microform collection in King Library. At this time Gerry is gathering information in order to make decisions about how these materials will be cataloged in the future.

INTERNATIONAL BICENTENNIAL FESTIVAL

The International Bicentennial Festival sponsored by the University, and other organizations, to benefit the work of the International Book Project in its program of sending books, free of charge, to some forty three countries is to be held at the University Coliseum, Oct. 9th through 11th (2 p.m.-10 p.m. on Wednesday; 10 a.m.-10 p.m. on Thursday and Friday). Volunteers are needed to man the International Book Project's booth (listing names of donors, distributing brochures on the work of the Project, etc.). Paul Willis is encouraging all interested staff members to volunteer two or three hours of their time. This time off should be cleared with their department heads. There will be over fifty other booths selling gift items, food, etc., and booths demonstrating Kentucky's contributions "to the world." Admission for booth assistants will be free. Please see, or call, John Richardson (72853) for additional information and for scheduling your volunteer hours. During the week of Oct. 7th, please see Mildred Stanley (88611).

PERSONNEL NOTES

New staff members:

- Joan Arleet--Newspaper/Microtext, LT I, Sept. 16.
- Janice Hardwick--Cataloging, 0012, Sept. 16.
- Robin Rowland--Cataloging, 0012, Sept. 18.

Terminations:

- Debbie Clark--Cataloging, Sept. 13.
- Millie Santana--CSR, Sept. 20.
- Pat Ryan--CSR, Sept. 20.
- Helga Davit--Director's Office, Sept. 20.

Positions open:

- Two LT I positions in CSR as of Sept. 23.
- For further information, see Dotty Green (73801).

1. The purpose of this document is to provide a comprehensive overview of the current state of the project. It details the progress made since the last meeting and outlines the tasks that need to be completed by the next deadline. The information is intended for the project team and stakeholders.

2. The project has made significant progress in the areas of research and development. Key milestones have been achieved, including the completion of the initial design phase and the start of prototype testing. The team has also identified several areas for improvement and is working to address them as quickly as possible.

3. The following table provides a summary of the project's status across various key areas:

Area	Current Status	Next Steps
Research & Development	Design phase complete; prototype testing underway.	Finalize design details; complete prototype testing.
Manufacturing	Supplier selection in progress; initial production run planned.	Finalize supplier contracts; begin initial production.
Marketing & Sales	Marketing strategy developed; sales channels being established.	Launch marketing campaign; begin sales activities.
Finance	Budget review complete; funding secured.	Monitor budget performance; report on financial progress.

4. The project team is committed to maintaining high standards of quality and transparency throughout the project. Regular communication and reporting will ensure that all stakeholders are kept informed of the latest developments and any potential risks.

5. The project is on track to meet its objectives and deliver a high-quality product on time. The team's dedication and hard work are the key factors contributing to this success. We look forward to the final results and the positive impact the project will have on our organization.