

Draft concept to use as a starter for discussion Mar 2005- things can be moved from box to box and there may be others not noted here

Advisory and Development Board for the Center for the IAWA and the IAWA

Library

The IAWA

CAUS

Center for the IAWA

CAUS CENTER ACCOUNT

LIBRARY-IAWA Account

With Archives
 Recommends whether a collection should be solicited / accepted based on scholarly goals of the Center

Offers scholarships

Offers seminars

Awards Bliznakov prize

Updates content of the biographical dictionary of IAWA colleagues

Stewardship (acknowledgement etc.) of gifts directly designated for Center

With Archives stewardship of gifts unrestricted

•Raises funds for the Center and for the Archives

- Unrestricted funds 50/50 to Center and to Library

- Whenever specifics are suggested to donors ,some center ones, some archives ones. These funds go to where donor wants

- Advises on Joint newsletter – (a communication of the Center and the Archives) which has 1 staff member from library and 1 member from CAUS. Newsletter cost are split 50/50, and efforts 50/50. \$2000 in 2006 and incremented by 3% /year

- Advises on annual meeting for Archives. Support from CAUS Center and Library IAWA accounts (50, 50), at \$2000, to be incremented by 3% per year following budget approved by Center Director and IAWA Archivist

- Joint scholarly research

- Recommends to Center for IAWA and to IAWA collections to be solicited accepted

VT Foundation (the fund accounting role)

With Center recommends whether a collection should be solicited or accepted based on the global scholarly environment, but as an independent unit has final say on whether a collection is accepted for curation, processing and preservation according to archival codes

Establishes document of agreement with donor

Determines location of collections (Newman , storage etc)

Determines space to allocate to collections

Provides processing

Provides selective digitization

Provides supplies to preserve

Provides archivist support as funds are developed

Provides the dbase and access to the biographical dictionary of IAWA colleagues

Assists in-person and online users of the collection

Stewardship (acknowledgement) of gifts directly related to archive

With Center stewardship of gifts unrestricted