W. R. POAGE LEGISLATIVE LIBRARY

BAYLOR COLLECTIONS OF POLITICAL MATERIALS

THE STANDING COMMITTEE

COMMITTEE REPORT No. 1

January 2005

COMMITTEE MEMBERS

• Honorary Members (Donors of Papers)	13
• Staff Intern (students and Library staff)	1
• Members in Good Standing -	5
• Staff Members	4
• Chief of Staff	2
• General Counsel	5
• In Memory of	4
• In Honor of	2
• **Total Membership**	**30**

Total received **$7,725**

EXPENDITURES

Realized

- Large format scanner, 11"x17" $1,200

Anticipated Expenditures

- Equipment to convert cassettes to digital c. $600
- Furnish reception area on gallery side c. $2,000
- Printer for digital lab and office c. $600
- Update web pages c. $1,500

Membership in THE COMMITTEE provides funds for equipment and projects not covered by budget sources. The large format scanner will enable us to scan oversize magazine covers such as *Look* and *Life* and make these available on our web site. The JFK assassination papers and papers of Jack Hightower are especially rich in these sources, but most other collections also have oversize items that can be preserved using this scanner.

Many collections also have cassette tapes that need to be digitized for preservation. The equipment will be used with a new Mac computer that has been ordered for Congressman Poage's former office. The computer was covered by the BCPM technology budget.

The office and digital lab area also need a color laser printer. A low-end printer has been requested for this area using Committee funds. This will enable legal-size print- outs of scanned items without having to go across the foyer to the workroom and load the paper manually.

We would also like to furnish the room outside the office as a reception area for the office, the digital lab and the exhibit gallery. For his fifty-years of public service as a Texas legislator, a state senator, District Attorney, U.S. congressman, and Texas Supreme Court justice, we would like to designate this area as the "Jack and Colleen Hightower Reception Area." Judge Hightower has donated numerous books from his personal library which will be housed here.

The library web pages are also in need of a makeover. We hope to employ our former web person this summer to help with this. She is currently working on her masters in Wisconsin (Go Golden Gophers!). How much she can accomplish will depend on funds available.

PLEASE LET ME JOIN TOO!

Rejoice! It's not too late to join and be a part of history. All memberships received through 2005 will be considered charter members of THE STANDING COMMITTEE.

Enclosed with this **Report**, you should find the following:

1. A letter from the Committee Chair, Fowler West, encouraging your support,
2. A list of your friends who are already charter members,
3. A copy of the library December report which contains a short review of events in 2004 and
4. A membership form.

Hope to hear from some more of you soon.

Ben Rogers
Archivist for THE STANDING COMMITTE
Report submitted, January, 2005