



**Grants & University Relations Officer Annual Report for**

July 01, 2001 to June 30, 2002

Submitted by Jeanette C. Smith

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**Major Accomplishments:**

- Organizational

Trained new Development Officer and staff member in Library development responsibilities

- Personnel

Grants Officer drafted the position description for the new Library Development Officer.

- Programs

The Regis J. Guest Memorial Endowed Fund for the University Library was established.

Six Library donors achieved membership in prestigious University giving clubs.

Distributed three issues of the library newsletter. The colorful redesigned format and new title (lib.nmsu.edu) of the April issue were well received. The mailing list was reduced to 4,000, and the newsletter was mailed by bulk mail and limited to four pages.

Nine grant proposals totaling \$78,031 were submitted.

The Library was awarded eight grants totaling \$44,730.

Cash gifts received totaled \$78,068.39. In-kind gifts totaled \$227,603.90.

Twenty-two news releases were submitted through University Communications.

A Library catalog poetry contest was held; all poems included in an attractive brochure.

Library user testimonials were forwarded to state and national-level organizations for use in the "At Your Library" campaign, and a flyer featuring them was distributed on campus.

- Strategic Goals/Targets

Grants activity supported Library and University goals, including support of the Rio Grande Historical Collections and the Southwest and Border Cultures Institute.

**Trends/Issues:**

- Updating the appearance of the Library newsletter.
- Reducing costs of newsletter printing and distribution.
- Duplication of effort between Donor Quest Library donor database and Siebel.

### Significant Faculty/Staff Accomplishments:

- Degree Completion
- Grants Awarded
- Presentations

Jeanette Smith presented a section of the “Grantsmanship 101” workshop for Library staff on June 19. Attended by three library staff and one presenter.
- Publications/Research

Ms. Smith learned that her 1999 article on Katharina von Bora was described as “a notable contribution to Katharina literature” in *Jahrbuch für Deutsche Kirchengeschichte*, Band 24, Evangelische Verlagsanstalt, 2000.
- Other (e.g. awards, etc.)

Ms. Smith served as chair of the New Mexico Library Association Public Relations Committee, and got a first-page headline on the conference in the *Las Cruces Sun News*, as well as area coverage through a press conference with keynote speaker.