



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Joan Smith
William Beaumont Hospital
3601 West 13 Mile Road
Royal Oak, Michigan 48072

Dear Joan:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures

file

Letter of Intent to Continue to Participate
in the Detroit Area Library Network (DALNET)
Planning Process

This is to advise you of our intent to continue in the DALNET planning process. To achieve the desired goals we will:

1. Contribute \$500 toward the total cost of legal and other consultation to create the legal documents to form DALNET;
2. Continue the commitment of a staff member to the Planning Committee.

Library Director's Signature

Date

Institutional Administrative Signature

Date

Institution: _____

Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____

Please mail to: Peter Spyers-Duran
Director of Libraries
130 Purdy Library
Wayne State University
Detroit, Michigan 48202

Make checks payable to: Wayne State University (DALNET)

Please answer by April 5, 1985.

PSD/ff

Detroit Area Library Network

Financial Summary Report

Account 225257*

Income

Realized as of 1/28/85	\$ 9,500.00
Anticipated income from (12/7/84 invoices & Oakwood	<u>2,500.00</u>
Total	\$12,500.00

Expenses

James E. Rush Associates	\$ 1,000.00
Richard Boss, Information Systems Consultants	1,035.15
Site Visit Expenses**	4,437.23
Richard Boss, ISC (for November 12, 1984, report)	<u>2,592.00</u>
Total	\$ 9,064.38

Balance Remaining \$ 2,925.62

LB/ff
1/28/85
rev. 2/12/85
* formerly 201-0108
** itemized separately

Detroit Area Library Network

Anticipated Expenses

Feb. - Apr. 1985

Network Planning

Legal services

G. Alt, Seaburn, Smith, and Associates

-- Establish legal entity (\$2,500 - \$3,000)	\$ 3,000.00
-- File for not-for-profit status (\$1,500 - \$2,000)	<u>2,000.00</u>
Total	\$ 5,000.00

Financial services

Accountant

-- Assist with financial planning	\$ 2,500.00
Total	<u>\$ 7,500.00</u>
Less Balance	<u>- 2,935.62</u>

Additional funds needed \$ 4,564.38

LB/f
1/28/85
rev. 2/12/85

Detroit Area Library Network

Anticipated Expenses

Feb. - Apr. 1985

Network Planning

Legal services

G. Alt, Seyburn, Smith, and Associates

-- Establish legal entity (\$2,500 - \$3,000)	\$ 3,000.00
-- File for not-for-profit status (\$1,500 - \$2,000)	2,000.00
Total	<u>\$ 5,000.00</u>

Financial services

Accountant

-- Assist with financial planning	\$ 2,500.00
Total	<u>\$ 7,500.00</u>
Less Balance	- 2,935.62

Additional funds needed \$ 4,564.38

LB/ff
1/28/85
rev. 3/11/85
#76



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Jane Morgan, Director
Detroit Public Library
5201 Woodward Avenue
Detroit, Michigan 48202

Dear Jane:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter/H".

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Mr. Thomas Risto, Director
Wayne County Community College
801 West Fort Street
Detroit, Michigan 48226

Dear Tom:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter/H".

Peter Spyers-Duran
Director of University Libraries

FGL/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Barbara Coe Johnson
Harper Hospital Division
Harper-Grace Hospitals
3990 John R Street
Detroit, Michigan 48201

Dear Barbara:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Michelle S. Klein
Children's Hospital of Michigan
Medical Library
3901 Beaubien Blvd.
Detroit, Michigan 48201

Dear Michelle:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Joan Luksik
Mt. Carmel Mercy Hospital
Medical Library
6071 West Outer Drive
Detroit, Michigan 48235

Dear Joan:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Sharon Phillips, Director
Health Science Library
Oakwood Hospital
18108 Oakwood Blvd.
Detroit, Michigan 48124

Dear Sharon:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

A handwritten signature in cursive script that reads "Peter/ff".

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Margaret Auer, Director
University of Detroit
4001 West McNichols
Detroit, Michigan 48221

Dear Margaret

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Peter" followed by a stylized flourish.

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Deborah L. Adams
Botsford General Hospital
Hospital Library & Media Center
28050 Grand River
Farmington Hills, Michigan 48024

Dear Debbie:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Barbara Finn
Sinai Hospital of Detroit
Samuel Frank Medical Library
6767 West Outer Drive
Detroit, Michigan 48235

Dear Barbara:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures



Wayne State University
University Libraries
Detroit, Michigan 48202

March 15, 1985

Ms. Nardina Nameth
Henry Ford Hospital
Medical Library K-17
2799 West Grand Blvd.
Detroit, Michigan 48202

Dear Dina:

The Detroit Area Library Network (DALNET) planning process is approaching its final phases. At its February 7 meeting, the DALNET Library Directors accepted the Planning Committee's recommendation that DALNET's governance structure be that of a non-profit corporation.

As predicted in my November 1984 letter, the DALNET Planning Group will need additional funds to support the legal consultation necessary to help it to:

1. draw up articles of incorporation and appropriate bylaws,
2. file for non-profit status,
3. develop needed member agreements, and
4. draw up a contract between DALNET and Wayne State as the host institution.

I am therefore asking that your institution contribute an additional \$500.00 to DALNET's planning fund. A letter of intent is enclosed, along with an invoice and an accounting of planning funds contributed to date. Please return the letter of intent to me to keep on file.

It is anticipated that the planning process, which we have agreed to support with equal institutional contributions, will soon end. However, once the planning steps have been completed and implementation begins, a mutually acceptable proportional payment plan will take effect.

Once again, thank you and your staff for your participation. It is exciting to realize that we are nearing the watershed between planning and implementation.

Sincerely,

Peter Spyers-Duran
Director of University Libraries

PSD/ff
Enclosures