

Library Management Team Meeting

Information and Action Items

Tuesday, May 3, 2021

In Attendance

Deb Ward
Jeannette Pierce
Chris Pryor

Kathy Peters
Kate Anderson
Shannon Cary

Corrie Hutchinson
Ernest Shaw
Support: Jacqueline Eiben

ALA library specific LGBTQIA group training

- A few options were proposed for training sessions:
 - **ALA** - <https://www.alastore.ala.org/content/creating-safe-and-welcoming-library-lgbtqia-community-workshop>
 - **Campus - LGBTQ Core Concepts** is the Safe Space training you know and love. We discuss basic terminology including biological sex, gender identity, forms of attraction, identity labels, and ways to be an LGBTQ ally.
 - **Campus - Transgender & Non-Binary Core Concepts** is a training all about trans identity. We discuss biological sex, social/cultural aspects of gender, trans microaggressions, pronouns and how to use them, and how to be a trans ally.
- Feedback was given about each option in relation to the goal of each program.

Decision: LMT encourages Rachel to bring the ALA option to the IDE Committee to get more information about pricing and general feedback.

Compact Shelving update

- Deb and Kathy will work with Gerald Morgan and Jody Miller to answer questions about options.
 - Pricing is a concern: \$85K is just installation, any other design or construction fees are additional.
 - It would be more cost effective to put the shelving in the room without the platforms or wiring and use it as regular shelving, although that would reduce capacity.
 - Strength of the floor is a concern.
- The Libraries still need swing space for collection moves as well as furniture storage.
- SOM needs the compact shelving out by fall.

HSL Move Update

- After review of the Iron Mountain quotes, School of Medicine offered to give us a longer deadline for a potentially lower cost.
 - It was suggested that the Libraries work locally and internally to remove the collections.
- Chris is working with SOM to determine the deadline for the removal of compact shelving.
- The Admin Suite is being vacated by the end of May.
 - The new entrance door has not been installed yet and that may make the move out and move in of Women's and Children's staffing more difficult.

Library Services Possible Reconfiguration & Renew Purpose Statement

- This is an agenda item at Library Services meeting tomorrow.
- There is a need for this group to proceed as currently established but in the near future we may want to revise the composition and focus of this group as our needs change.

Work From Home After May 17 New Guidelines

- The messaging from campus is that all employees are expected to return to campus by May 17. Any requests for exceptions need to be submitted to HR for final approval.
- Employees that want an exception should speak to their supervisor ASAP. The Libraries will submit a plan for the whole group by Fri, May 7.
 - Any personal health-related requests will be reviewed by the ADA Office.
 - Any other requests will be reviewed by campus HR. Approvals will be very limited. LMT members have the guidelines.
- Any pre-existing telework arrangements will expire on May 15 and need to be reviewed with the supervisor.
- <https://renewal.missouri.edu/return-to-in-person-work/> However, employees should not submit their information through the Qualtrics survey therein; Kathy will submit on behalf of the Libraries.

Action: Ernest will work on a plan about how equipment will return to campus.

Action: LMT members are encouraged to work with their staff to determine needed exceptions for submissions with a deadline of Friday, May 7, noon.

Confirmation of Summer Hours

- Shannon sent out an updated Summer Hours schedule.
- LMT members were encouraged to send updates to Shannon.
- Chris posted the HSL hours in the Library Services teams meetings.

Action: Shannon will make summer hour signs for the doors.

Next LMT

- SAG - Thursday, May 13th at 2:00-3:30pm
- LMT - Tuesday, May 18th at 2:00-3:30pm
- LMT - Tuesday, June 1st at 2:00-3:30pm