

Library Management Team Meeting

Information and Action Items

Tuesday, February 20th, 2024

In Attendance

Deb Ward
Jeannette Pierce
Chris Pryor
Jennifer Thompson

Kathy Peters
Shannon Cary
Ernest Shaw

Steven Pryor
Anselm Huelsbergen
Support: Jacqueline Eiben

Changes to 114A

- Now that the work in 202 is complete and we have more normal operations which allows for more space throughout Ellis for group study, the use of 114A as group study space is being re-considered.
- We will have the room set up for event space and closed to group study.
 - The Events Team will discuss the best arrangements for standard format of the room
- Its primary use is for Instruction, Library events and library sponsored events.
- It is the expectation that users always re-set it to the standard format.
- Exceptions will still be evaluated by LMT.
 - 114A will be opened for group/individual study during finals week.

Action: Shannon will discuss with Events Team and make an announcement to library staff.

Staff Survey

- Steven is working with a researcher who would like to survey our staff in the transition to FOLIO.
- Because this only applies to certain staff that work with FOLIO, Steven will reach out to specific staff to see if they would like to participate.
- Participation is voluntary.
- Department heads will be notified first.

Update on Budget Planning

- The Libraries have been asked to submit 3 scenarios: a flat budget and 2 budget with reductions.

- The flat budget will be a cut for us, due to inflation of journal costs and Deb has mentioned this to Matt Martens.
- Kathy and Deb meet with the Provost's office tomorrow to present our proposal.
- We were looking forward to some lapse salary to help cover salary costs of new-hires, but new factors will impact this bottom line.
 - The leave rate benefit has now been imposed so 2.6% of eligible employee wages are charged to the Libraries to fund the pool for short term disability and caregiver leave. It's impossible to predict what next year holds for people taking this leave.
- If there are any lapsed salary from this year, Kathy would like to carry that forward to FY25, but this will leave no room for additional collection funding.
 - We have positions we would like to fill. To do so, an additional funding request to the Provost's office would need to be made.
- We assume we will be able to have a 3% overall increase in salaries.
- Kathy outlined some overall priorities: now that we have been able to focus on staff salaries in recent past the focus will move to providing salary increases for librarians over a three year period, Space Planning priorities, and support for digital initiatives for a MOSpace upgrade.

Occuspace

- We are testing some Occuspace devices which will help us track patron flow and head counts in Ellis Library.
- The Safety Team will continue their manual head counts until we are confident the devices are working accurately.

Next Meetings

Tuesday, March 5 @ 2-3:30p
Rescheduled to 3.20.24 @ 1-2:30pm
Tuesday, April 2 @ 2-3:30p
Tuesday, April 16 @ 2-3:30p