

Library Management Team (LMT) Meeting Notes – August 18, 2026

Attendees: M. Toledo-Candelaria, K. Whatley, R. Graves, J. Pierce, J. Thompson, E. Shaw, K. Peters

Support: B. Imhoff-Childers

State Fair Feedback

Kara Whatley reported that she has received positive feedback from employees working the State Fair, including those from other libraries. State Fair attendees also expressed positive feedback at the booth.

Employee Updates

Kathy Peters announced that merit increase letters are almost complete and should be distributed shortly.

Kara Whatley announced that the Union presented their proposal to the University and began negotiations on August 13. Negotiations are currently ongoing, with the next meeting scheduled for September 16.

Eligible employees who have not yet applied for expedited promotion are encouraged to submit their materials when ready.

Library & Holiday Hours

Kathy Peters reported that the University's first football game is scheduled for September 3, and the University has requested that employees work from home after 12:00 pm if campus presence is not needed. Employees should discuss with their supervisors for guidance.

Veterans Day falls on Wednesday, November 11, 2026. Ellis Library is scheduled to close at 10:00 pm on Tuesday, November 10, and the Health Sciences Library will close at 7:00 pm the evening before.

Ellis will not move to 24 hours / 5 days a week until after Labor Day.

Facilities Updates

Kathy Peters reported on the power outage on Saturday, August 15, that lasted roughly 90 minutes. Energy Management has the impacted areas under review, and staff should check enclosed or high-priority collection areas for possible damage or environmental impacts. Some stairwell lights were damaged and will remain off until replaced, and a pipe burst at the fourth-floor fountain. Staff who notice lights out, water issues, or other concerns that may be related to the outage should contact their facilities coordinator to submit a work order. Staff should also refer to the emergency phone tree in the event of similar issues.

Other Announcements

Job shadowing opportunities are available through the Thompson Center for Autism and Neurodevelopment. The opportunity involves a students shadowing a library employee for four hours per week over three weeks, with supervisor approval required.

Action Items

Action	Owner	Notes
Announce job shadow opportunities and requirements	Kara Whatley	Supervisors must approve of this