

Library Management Team Meeting

Information and Action Items

Thursday, January 31, 2019

In Attendance

Ann Campion Riley
Corrie Hutchinson
Pat Jones

Ernest Shaw
Kathy Peters
Shannon Cary

Deb Ward
Jeannette Pierce
Anselm Huelsbergen
Jacqueline Rash

Emergency Phone Tree

- Discussion ensued about activating the Phone Tree for last night's announcement about campus closure and opening times.

Clarification: It is up to Ann and department heads to make a decision at the department level if we activate the Phone Tree. More detail will be provided in future messages.

- Kathy is in the process of requesting pay for our benefit eligible employees who were scheduled to work.
- Shannon forwarded our hours to the News Bureau in case they decide to post hours about specific departments.
- It was brought up that Shannon might need access to change specialized libraries' hours on the website or to be able to contact people responsible for updating specialized libraries' hours.

Action: Deb, Shannon and Ernest will meet to discuss emergency access to website information for specialized libraries.

Decision: Each department head is welcome to follow through with contacting their phone assignments as they deem necessary.

Action: Ann will send out an email to all staff and include that employees who don't have access to MU Alerts should contact their supervisors to communicate about obtaining emergency information.

Engineering Library

- There was a discussion about the Engineering Library.
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Mizzou Giving Day

- March 13-14 noon to noon

- Donors can give to one of three funds: Phase II Special Collections, Collection Enhancement Fund and Friends of the Libraries.
 - In the past, we have been in the top 10 of departments based on dollars raised and number of participants. Those in top 5 can get additional funds.
 - We will talk at the SAG meeting about ways in which staff can participate if they are interested.
 - The Libraries won social media prizes each year of Mizzou Giving Day, which provided us with additional funds.
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Show-Me Mizzou

- Show Me Mizzou Open House is on April 13.
 - Libraries will be part of 80 campus activities.
 - Focus on special collections and digital media lab. We will host a crafting table and refreshments.
 - Website of events will go up by March 1st
 - We will be seeking volunteers to help out with the event
 - Shannon will announce it in Staff Advisory Group on Tuesday.
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AUL Search

- One candidate that was scheduled for next Monday withdrew.
 - Candidate # 1 is now scheduled for Feb. 14-15 due to weather related cancellations.
 - Candidate # 3 is coming next Thursday - Friday, Feb. 7-8.
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HSL Research Librarian

- The search committee has made their recommendation to Ann.
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HR Specialist Sr. Position

- HR Specialist Sr. Position was discussed.
 - Nicole Whyte has been hired as the permanent HR Assistant.
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Budget meeting with Provost

- We were asked to plan a 5% and 10% cut.
- We will use peer comparisons and the collections report to make the claim that we should not endure any cuts.

Action: Kathy emailed spreadsheets and a narrative for this and last year's budget cuts to LMT.

Action: LMT is asked to give Kathy feedback on spreadsheet.

Campus hire policy

- It was discussed that campus is working on new policies for hiring Chairs and as well as new faculty hires.

Technical Services Librarian update

- We have three viable candidates.
- The survey is open until next Wednesday and the Search Committee will meet Thursday to discuss a recommendation to Ann.

SFCIC

- Deadline for proposals is Feb. 15
- Some ideas include pods, smartboards, digital media lab entrance modification, group study room chairs.

Action: Ernest will ask about pod monies from IT.

Action: Kathy, Jeannette and Ernest will draft a proposal

Student Vision follow-up

- The students want the Libraries' room reservation system to be modified/updated. This is a priority for the students that we can still address.
- Ann would like to see it match the reservation system that the MU Student Unions use.

Space Consultant

- We have two consultant quotes.
- They want to come to campus.

Ellis lower level update

- One stop shop is one of many projects that Campus is considering.
- Space Utilization Committee advised against the One Stop Shop.
- State Historical Society will be moving out around May 20.
- Student Success Center is still projected to move into State Historical Society space.

NEH grant

- NEH grant was submitted for climate control assistance.

Mellon Grant

- Mellon Grant was submitted for archiving content of converged newsroom.

Librarians as Catalysts for Health Communities

- Proposal to Institute of Museum and Library Services is due March 1st.
- Health Science Library is working on the proposal for this project.

Next LMT

- Tuesday, February 12 from 2-3:30 PM
- Tuesday, February 26 from 2-3:30 PM