

# Library Management Team Meeting

## Information and Action Items

Tuesday, March 23, 2021

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### *In Attendance*

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Deb Ward  
Jeannette Pierce

Shannon Cary  
Kathy Peters  
Kate Anderson

Corrie Hutchinson  
Ernest Shaw  
Support: Jacqueline Eiben

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### *Annual Report*

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- Shannon shared a Draft Annual Report.
- She asked that LMT members send her edits and revisions.

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### *Libraries Branding Discussion*

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- LMT discussed editorial standards for identifying the Libraries.

Decision: In all publications, presentations and news releases, the first reference should be University of Missouri Libraries. Thereafter, use MU Libraries or University Libraries in formal settings, and use Mizzou Libraries in social media and informal settings.

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### *Celebration of Service*

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- The Celebration of Service is coming up. We will try to do something similar to last year's Zoom celebration.
- The University has withdrawn the celebration year gifts. It was suggested to ask if MULSA might be able to step in here to offer gifts to staff celebrating milestone years of service.

Action: Shannon will collect names of those with milestone celebration years. Shannon will ask MULSA if they are interested in offering celebration year gifts.

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## ***Review of meetings***

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- The make-up, and purpose of various library committees/groups were discussed.
  - Library Services
    - Deb is considering discontinuing Library Services now that we got through the bulk of COVID services planning.
      - The University is still working under a 6ft. social distancing requirement so not many seating changes will be occurring at this time.
    - Jeannette proposed a broader attendance at services team that could meet monthly or quarterly.
      - It was asked if a name change would be warranted if the composition changes.
    - It was the expectation that this group would still report to LMT for final approval on decisions.
  - Space Planning
    - Membership with different subgroups and their mission and connection to the larger Space Planning group was discussed.
  - Ellis Library Space and Facilities Advisory Committee
    - It was asked if the Facility Group still meets and needs to be listed on the website.
    - Kathy confirmed that this group hasn't met since the Shepley Bulfinch planning.
    - It was suggested that Facilities Group be an ad hoc of Space Planning.
  - LMT
    - Deb would like to invite Chris Pryor to join LMT as she shares the same title as other members on LMT.

Action: Changes to Library Services will be discussed in depth in the Library Services meeting tomorrow and Kathy will talk with Sheila about continuing the Facilities Group as an ad hoc group to Library Services.

Action: Deb will invite Chris to join LMT, and Jacqueline will see that she is included in the invitations and agendas going forward

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## ***Returning to more normal***

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- Some have expressed a desire to approve staff to WFH even though COVID regulations are relaxing. Although Deb supports this option, it was noted that we will need to wait for guidance from the University.

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## ***Visual Art and Design Showcase***

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- The [Showcase](#) is March 17, 2021
- The Libraries will offer an exhibition prize and the student work will be displayed in Ellis.

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## ***Automatic Door***

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- The ground floor hallway automatic door has been installed and Corrie thanked the Libraries and staff who approved and completed the project.

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### ***Bookmark Cafe***

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- The Bookmark Café will not be in operation in the summer due to the extensive construction on Hitt Street.

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### ***Foundation***

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- The foundation is expanding and contracting with the weather, but not sinking.
- The foundation underpinning work does not need to be completed as initially thought.
- Campus will refurnish the Auditorium.

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### ***A&S Student Council***

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- Deb and Jeannette attended an A&S Student Council meeting.
- Students had most problems with the lack of doors on the study rooms.

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### ***Next LMT***

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- Tuesday, April 6 at 2:00-3:30pm
- Tuesday, April 20 at 2:00-3:30pm