

Library Management Team Meeting

Information and Action Items

Tuesday, March 21, 2023

In Attendance

Deb Ward
Kathy Peters
Jeannette Pierce

Kelli Hansen
Chris Pryor
Shannon Cary

Ernest Shaw
Support: Jacqueline Eiben
Guests: Rhonda Withaus
Guest: Taira Meadowcroft
Guest: Steven Pryor

Announcements from Vice Provost Deb Ward

- Deb received a nice thank you card from the Access Services department thanking her, Kathy and all who participated in securing the \$.85 raise.
- Deb is going to ARL May 1-4. She would like feedback on who the Acting Director will be.
- We are looking at a failed search for the Community Engagement Coordinator position. Deb is waiting for approval to re-post the job ad soon.

Faculty Success Representation

- The Faculty Success Council has a representative from each department.
- Rhonda Withaus is our Libraries member representative.
- Rhonda is charged with coming back to the Council with answers to the question: What are we doing to support our faculty. What can we do more to offer support?
- She is also meeting with MULAC to obtain more information.
- Her next Council meeting is April 19th.
- Some feedback was that we want to support training needs.
- It was suggested that this be brought to MULAC and specifically the Working Professional Development sub-group.
- Deb extended an offer to Rhonda to come back to LMT for feedback in the future.
- LMT was encouraged to send additional questions to Rhonda.

IDEA Report / Proposal

- Taira, as chair of this committee, was charged with creating a proposal for LMT review including a diversity activity as part of an inclusive excellence plan.
 - The group is meeting on Thursday and have looked at other libraries to see what they have written.
 - Taira described the Employee Experience Series proposal document that she offered.
 - Goals and expectations were laid out.
 - Lily Hunter would be first to speak about her experiences.
 - The idea is to have a series of presentations from fellow faculty.
 - It was suggested that Cindy Cotner could be included in the presentation series.
 - It was suggested that we initiate this at SAG meetings in the Fall.
Decision: Deb and LMT will review the proposed document.
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FOLIO update

- Steven Pryor presented a FOLIO report to LMT.
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Floor load study

- Special Collections wants to move oversized items to 401A.
 - Kathy asked David McReynolds about 120lb per square foot requirement. Mike Stornello and Gerald Morgan were included. A study for that area and any other area we may need data should be requested.
 - It is a \$10K study so we may want to capitalize on the opportunity to include additional spaces involved in the West Stacks Renovation project.
 - Suggestions for spaces to be included in the study:
 - SPEC and Archives shelving and areas in the West Stacks.
 - 3rd floor map cabinets
 - Room 404 with microfilm would be good to study.
 - 304 or 307 might need to be studied if it is under consideration to be mechanical room.
 - It was asked how this information might be available for the West Stacks Renovation.
 - Any time you do a change of use of an area you need to do a code review.
 - If we do the study now, we won't have to wait for it later. PGAV would be given access to this report.
 - It was suggested that we ask PGAV if they have any other areas they would like us to include.
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Events & Exhibits Team update

- Moving forward it was proposed that a representative from the library collaborators be invited to monthly Event Team meetings on a rotating basis.
 - Shannon has reached out to these groups to inquire if they are interested in participating in Events Team meetings.
 - As soon as someone requests an event in the library, it needs to come to the Events Team.
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HSL Closure update

- The June 10 construction date is holding.
 - Last day HSL is open to users is Friday, May 19.
 - Everything else will be packed in 3 weeks and furniture will be moved.
 - Chris is waiting to hear what furniture re-use is possible.
 - A potential reception is scheduled for May 17.
 - Taira is working on a communication plan.
 - QR code will be placed on the door and Q&A available on how patrons can still receive services.
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Hitt Street book drops

- The Hitt Street book drops have been installed and we are waiting for logos to be placed before an announcement about their availability is made.
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Next Meetings

April 4 @ 2-3:30p LMT w/James Hunter
April 18 @ 2-3:30p LMT