

## **Library Management Team (LMT) Meeting**

6/24/2025 at 2:00 PM

Attendees: A. Huelsbergen, K. Peters, J. Pierce, S. Pryor, E. Shaw, J. Thompson, K. Whatley

Support: N. Whyte

### **Kara Whatley / VP Updates**

#### **August All-Staff Meeting Planning**

- Proposed date/time: August 12, 2025, 10:00 AM – noon
- Venue could be Memorial Union, Ellis Auditorium or Student Center
  - Action Item: Nicole will check room availability and order refreshments like bagels, coffee, water
- Proposal to open libraries at noon that day to assist attendance
  - Action Item: Kara to seek campus permission for late opening of Libraries

#### **Agenda Topics for All-Staff Meeting**

- Salary and wage updates
- Budget overview
- MULAC promotions and new staff introductions
- Collection modernization update (e.g., Vet Med move, JSTOR, microfilm)
- Strategic plan update and feedback session
- Changes in library hours and service points
- Laptop vending and technology updates
- Specialized libraries update (information to be solicited from department teams)
- Welcome Week plans (tours, escape room, undergraduate research fair)
- Highlight statistics (acquisitions, cataloging)

#### **Salary and Wage Adjustments**

- Budget Identified: ~\$100,000 from internal funds
- Proposed adjustments to library title minimum rates were discussed
- Possible merit increase rates were discussed

- Separate increases for part-time staff planned outside of campus pool

### **SAG (Staff Advisory Group) Discussion**

- **Concerns:**
  - SAG has become more of a monthly informational staff meeting, lacking original advisory intent.
- **Proposal:**
  - Reframe SAG into more of a Staff Advisory Council
  - Hold regular meetings with leadership and possibly MULAC Exec group as well
  - Focus on staff concerns (e.g., parking, service point changes)
  - Feedback so far highlighted the desire for more influence and leadership opportunities
    - Action Item: Kara to speak with SAG officers and solicit feedback from staff on future advisory structure.

### **Adobe Software Licensing**

- **Renewal Process:**
  - Supervisors to confirm staff needs (Creative Cloud vs. Express)
  - Use MoCode C6422 for renewals
  - Shared workstations still pending clarification
    - Action Item: Supervisors to confirm software needs by Friday.

### **Strategic Planning Exercise (“Brainwriting” Activity)**

- Group brainstorming session focused on five strategic themes. Each group selected two themes and participated in "yes and" ideation to build around themes:
  - Deliberate Digital Innovation
  - Sustainable Revitalization
  - Revealing Research
  - Student Success
  - Land-Grant Mission
- Outcomes from exercise to be scanned and reviewed by Sarah Cohen to inform strategic planning.

## **Deferred Topic**

**Quiet Room Signage:** Tabled until Shannon is available

**Next LMT meeting is scheduled for Tues 7/8 at 2:00 PM**