Library Management Team (LMT) Meeting Notes – July 7, 2026

Attendees: M. Gaunt, R. Graves, K. Peters, S. Pryor, J. Thompson, M. Toledo-Candelaria, K. Whatley
Support: N. Whyte

Furniture Moves and Space Updates

- Furniture moves are continuing across Ellis Library. In the Information Commons, older computing tables have been removed and replaced with rectangular tables and chairs that support a more reading-room style layout, though power conduits still need to be removed because of limited floor power.
- The Bookmark Cafe seating now has a more uniform look, and additional carrels have been added in Ellis 114 to provide more individual seating. Individual study rooms will receive padded chairs and accessible desks when current users vacate the restricted rooms.
- The second floor now has padded chairs, and Ellis 213 has had the large wooden spool-style tables replaced with tables and chairs.
- The corridor between the stairwells and Ellis Auditorium is progressing toward a fall opening. Wiring has been run for key cards, cameras, and fire door actuators; the hallway cannot officially open until the fire door actuators are installed.
- Kara noted that signage should be planned so users will recognize the corridor as a route to the auditorium. The group also discussed adding artwork and seeing how people use the space before purchasing additional furniture.

HSL Rare Books, Vet Med Books, and Related Collections Issues

- Marian reported that her team packed HSL books the previous day. Marian scanned 505 HSL books, which are now in Room 88.
- The Polygon estimate for HSL book remediation is approximately $24,680 and is valid through the end of July. Kathy will need to coordinate signature and scheduling with Polygon.
- The HSL estimate does not include Vet Med books. A second round will be needed to coordinate with HSL and move the Vet Med books, which may also remain in Room 88 until Vet Med determines next steps.

- Kara expressed a preference that rare or special items be managed through Special Collections rather than stored as separate pockets of collections. Kara and Matt noted possible donor funding that could help cover moving or remediation costs.
- Matt will connect with Rebecca and Marian outside the meeting so he can provide donors with a clear update on the status of the materials.
- Kathy reported that FM, the university insurance underwriter, toured Ellis Library and was positive about recent facilities and collections-related changes, including window repairs, fire actuators, West Stacks planning, the preservation lab, and vault needs.
- Marian observed that some HSL books are in rough condition and may need conservation beyond mold remediation. Kara suggested Marian develop a priority list for conservation, which could support donor conversations or an Adopt-a-Book approach.
- Rebecca shared that Dr. Barohn is interested in placing some of his books in the HSL rare books room after it is cleaned. The group clarified that MU Libraries will not catalog Dr. Barohn's books unless they are formally gifted to and accepted by the Libraries. Jenny will provide Rebecca with a list of alternative cataloging options to share with Dr. Barohn for books that remain School of Medicine property.

Graduate Assistant / GPA Positions

- Rebecca reported that HSL had five applicants, four complete applications, and three interviews. References are currently being checked for one finalist.
- Special Collections and Journalism have made selections, while HSL is narrowing in on its selection. Kathy is waiting on information from SISLT about the academic home and what each student will learn from the experience in order to finish paperwork.
- Kara stated a preference for assistantships to begin at the start of the semester rather than September 1, assuming the paperwork can be completed. The group generally supported a mid-August/start-of-semester timeline.
- Once paperwork is complete, Kathy will provide Matt with information about successful candidates and the work they will do so donors can be thanked and updated. The group also discussed encouraging students to meet donors, possibly through a lunch.

Vet Med Renovations

- Rebecca reported that furniture is being moved out, HVAC work is underway, and painting began the previous day.

Collections Modernization

- Jenny reported that recent ACTS hires have helped restart collection modernization work.
- Ryan and team have largely completed the withdrawal of serials from Ellis for which there are electronic copies, removing 6,500 issues from Ellis Library.
- At the depository, about 20,000 volumes are slated to leave; almost 2,000 have been completed.
- Room 27 work is focused on a pre-vetted list of newspaper microfilm. The Libraries are withdrawing only titles known to be owned by CRL.

Institutional Memberships

- Kara reported that university procedures are tightening around institutional memberships. Memberships must be paid separately from collections funds and approved annually at higher-up levels, including the Provost Office, and Rhonda Gibler.
- Kara and Jennifer Walker have been drafting justifications for each membership, highlighting the benefit to the Libraries and the University of Missouri.
- DuraSpace was paid for FY27, but Kara plans to discuss with Ernest whether the Libraries will need to continue that membership.
- The group discussed ORCID and the need to make better use of the institutional membership, especially in light of persistent identifier expectations for researchers and federal funding agencies. Steven suggested exploring whether campus systems such as myVITA or its replacement could integrate with ORCID.
- Kara also identified ACRL Benchmark as worth revisiting. It is not very expensive, but the Libraries should be intentional about using it if they continue paying for it.
- Other memberships mentioned included AAHSL, Society of American Archivists, ALA, Amigos, GWLA, HathiTrust, CRL, ARL/SPARC, and CNI. Kara noted various benefits, including collections access, professional development, and job posting discounts.

Union Update

- Kara reported that union negotiation meeting is scheduled for August 13.
- Per advice from outside counsel, higher-level library administration should not sit at the bargaining table. Cindy Cotner and Seth Huber have agreed to represent library administration in discussions.

Committee Appointments and Related Updates

- Kara is preparing committee appointment communications and will ask Nicole to send out the letters later this week, or early next week. The Staff Development Committee will include Taira Meadowcroft, Gwen Gray, Jennifer Walker, and Ashley Granger.
- The Outreach and Engagement group will include Megan Ballengee, Jill Kline, and Taira Meadowcroft by role, plus Abby Oldt, Michelle Dorsey, Noel Kopriva, Jara Anderson, Haley Lykins, Amanda May, and Ying Hu returning for a second year.
- The AI Task Force will include Dustin Hoffmann, Rhonda Whithaus, Seth Huber and Steven Pryor as co-chairs, Marian Toledo Candelaria, and Nav Khanal.
- The Opportunity, Belonging, and Accessibility Committee will be sunset for now.
- Kathy asked to be copied on committee letters so they can be loaded into eHR files.
- Steven noted that the UM System Libraries Community and Digital Initiatives group may need a new at-large MU Libraries member because Jara Anderson's term is ending. He will review the charge and prior appointment process.

Travel Requests

- Kara reported that travel requests are approximately $9,000 over budget. She will share the travel spreadsheet with LMT for input on whether anything else can be trimmed.
- Matt noted an upcoming $12,000 gift from the Strautmans that may be able to cover some of the extra travel expenses.

West Stacks / NEH Grant

- Kara reported that NEH contacted Jeannette to say the award was eligible for reinstatement.
- The Libraries would like to request a scope change because the original proposal is no longer the project they plan to pursue. The revised proposal would focus on the preservation lab, which Kara said achieves the same goal but with a different scope.
- Kara noted that NEH could decline the scope change, but if approved, the Libraries may have $500,000 to add to the project.

Missouri State Fair / Mizzou Central Booth

- Rebecca asked whether State Fair sign-ups should primarily target frontline staff. Kara said anyone willing to take a shift would be welcome, and she is encouraging broad participation.
- Kara is considering staffing the booth in segments, with people taking multiple segments when possible to reduce the number of mileage reimbursements. The group discussed having three people travel together, with two at the booth while one person takes a break.
- Taira designed a "Missouri Libraries" banner in blue and red Missouri colors. A Mizzou Libraries pop-up banner will include a QR code for people to join Friends of the Libraries, and other libraries may bring their own signs or tabletop signage.
- Participating groups mentioned included Amigos, MOBIUS, Missouri Botanical Garden, St. Louis Art Museum Library, St. Louis County Library, SLU, UM System libraries, Missouri State, and the Missouri Association of School Libraries.
- Kara plans to have the schedule put together this week so Nicole will know how many fair tickets to buy. Kathy noted that tickets are purchased through Mizzou Central, and Kara noted that lunch vouchers may also be pre-purchased and only paid for if used.

Action Items / Follow-Up

Owner	Action / Follow-Up
Jenny	Confirm whether collections processing is settled in FOLIO.
Kathy and Jenny	Review purchase order requirements for large vendors such as EBSCO, Harrassowitz, ProQuest, and similar contracts.
Kathy / Facilities as appropriate	Continue working toward removal of Information Commons power conduits and completion of corridor fire door actuator requirements.
Kara / LMT	Plan signage for the corridor route to Ellis Auditorium before fall opening.
Kathy	Coordinate signature and scheduling with Polygon for HSL rare books remediation.

HSL / Spec Collections / Vet Med	Coordinate the second round for Vet Med books and determine where materials will reside while next steps are decided.
Matt, Rebecca, and Marian	Meet outside LMT to clarify donor update needs related to rare books and remediation.
Marian	Develop a conservation priority list for rare/special books that may need treatment beyond mold remediation.
Jenny / Rebecca / Matt as needed	Jenny will provide Rebecca with alternative cataloging options for Dr. Barohn's books; Rebecca, Jenny, and Matt will coordinate as needed on ownership, gift acceptance, and donor-related communication.
Kathy / Kara / relevant supervisors	Continue GPA paperwork once the academic home/learning statement is available.
Kara / Matt	Prepare donor updates about successful GPA candidates and consider a donor-student lunch.
Rebecca / Vet Med project contacts	Monitor painting completion once the purchase order issue is resolved.
Kara / Ernest	Review whether DuraSpace membership is still needed after FY27.
Kara / Steven / appropriate campus contacts	Explore possible ORCID integration opportunities with myVITA or its replacement.
Kara / Jeannette / Shannon as appropriate	Assess whether the Libraries are using ACRL Benchmark sufficiently to justify continuation.
Kara, Kathy, Jenny, Jeannette, Seth, and Cindy	Hold pre-discussion about priorities for bargaining agreement conversations.
Nicole	Assist with committee appointment communications when requested.
Nicole	Copy Kathy on committee appointment letters so they can be added to eHR files.

Steven	Review the charge and prior process for appointing MU Libraries’ at-large member to the UM System Libraries Community and Digital Initiatives group.
LMT	Review the travel spreadsheet and identify any requests that could potentially be trimmed.
Kara / Jeannette	Continue pursuing the NEH reinstatement/scope-change request for the preservation lab.
Kara / Nicole	Finalize State Fair staffing schedule and determine number of fair tickets needed.