

Library Advisory Committee Meeting Minutes – Nov. 1, 2016

Those in attendance: Melissa Gish, Leslie Ward, Art Trimble, Tara Cosco (for Shara Curry), John McKinney, Ashley Reed (for Rico Gazal), Jong-Hoon Yu (for Alison Witte), Bridget Carr, Joseph Neal, Gail Westbrook, Jason Gum & Jane Friedmann

Not present: Art de Matteo, Joseph Wood

New business - Melissa Gish was elected chair and Jane Friedmann appointed secretary

Jason Gum was introduced as the new Staff Librarian. He did a brief presentation on Library resources and how they support faculty and students. Hand-outs included the Library and WVDeli brochures, freegal and Zinio information sheets, and his business card including contact information. He stressed the importance of faculty requiring research and the use of library resources to the future success of students. He discussed different options on how to engage students, his willingness to adapt to each class, and the added value of having a specific assignment to make library training sessions more relevant and useful to students.

The Archives department, its usefulness and lack of growth room were discussed. Web page statistics show heavy online usage of Archived materials. Jason provided examples of the scope of requests for information from both on and off campus including the Board of Governors, Sand Fork Alumni Association, GSC Alumni Association, etc. Gail explained that the Facilities Committee had turned down requests for LY 23 to be converted from classroom to Archives space. Members heard the limitations of LY 23 as a classroom from both a student and faculty perspective. It was decided the committee would support the request to dedicate LY 23 to allow Archive growth.

Jane Friedmann gave a brief overview of campus recycling efforts and the REAP grant. She noted that the entire effort is volunteer driven, introduced the new GSC Recycling email, and noted that stickers had been added to the bins to improve communication and maintenance. The REAP grant of \$30,000 has been approved and will provide two large roll-off bins to be placed on the pad where the vans used to be parked and also will pay for under-desk bins.

Gail went over the agenda notes provided to members: (See attached).

The MARLO consortium has been disbanded. RFK Library is now circulating in the NORIn Sierra catalog system exclusively.

Suzetta Burton has retired, Norma Summers is now the library custodian and is doing a great job.

Usage statistics are up slightly in most categories. However, the library operating budget has been cut by \$5,000; which means, with fixed expenses already encumbered, there is only about \$8,000 to spend on supplies or materials for the rest of the fiscal year. Archives also took a \$2,000 cut and no student assistant budget has been received to date. There was much discussion about the importance of maximizing usage of library resources in the face budget cuts. Three databases were discontinued this year due to low usage and one added at the request of three faculty members.

Members were made aware of library staffing issues. Since Ginny Yeager retired as Staff Librarian, Jason has assumed her duties in addition to everything else he was already responsible for. His focus is on

updating how the Staff Librarian position interacts with students as well as faculty. Tisha Underwood has worked part time in the Circulation Department for the past six years. Gail has requested Tisha be hired in a full time capacity but her contract expired ~~Nov. 21~~ ^{Oct 31} and we have had no update at all on her status. That leaves only three people to do the rotation to cover the Sunday-Thursday evening shift ^{and the early opening shift}

The floor was opened for discussion of the "Future of the Library". Most comments were centered on marketing the library and the resources available. Bridget Carr mentioned that SGA has a public relations officer who would be willing to help get the word out. She also suggested the library have a table at the Open House organizational fair in addition to being open for tours that day. Staffing might be an issue.

(Note: Tisha has been rehired on a part-time contract so the library is now only down ~~not~~ one employee)