ACCESS SERVICES PRIORITIES
FOR RETREAT 2007
(Input from Circulation staff, 11/27/06)

1. FUNDING AND BUDGETING
   a. Personnel
   b. Promotional materials
   c. Travel
   d. Allocation

2. ORGANIZATIONAL ISSUES
   a. A long-term strategic planning (a five year approach)
   b. Communication at all levels
   c. Accountability & transparency
   d. Decision making
   e. Restructure and reassignment of positions
   f. Recruitment

3. STAFF DEVELOPMENT
   a. Work time for developing new skills
   b. Input into in-house training programs

4. SPACE (EXISTING AND FUTURE)
   a. More study rooms in Mullins
   b. An area that can close off to allow us open Mullins library 24/5 or 24/7
   c. Consolidating 3 circulation desks into two
   d. Sorting Area behind Circulation Desk in Mullins
   e. Electronic classrooms
   f. Rearranging physical appearance on the second floor
   g. Fine arts

5. ASSESSMENT
   a. Evaluation of patron needs
   b. Use of data in management decisions
   c. Programs

6. COLLECTIONS
   a. Timely subject fund allocations
   b. Damaged materials
   c. Inventory of Collections
   d. Weeding of the collections
   e. Gaps

7. PROGRAM ISSUES
   a. Changing environment and flexibility

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1 Combine West Desk with Main, East Desk with Periodicals Desk. That would require us to review of the assignment of LAT I positions.
2 Rearrangement should be based on careful study of traffic flow. Move literature collection to level 2 to accommodate people’s need for browsing the collection with some comfortable furniture. Right now the second level looks like a computer lab.