Present: Molly Boyd, Cheryl Conway, Stephanie Freedle, Tess Gibson, Jennifer Rae Hartman, Deb Kulczak, Tim Nutt

It was agreed that Tess will find a date in October for a forum where those responsible for library strategic goals will report on their progress.

Reports:

Nutt:
- An additional 40 boxes of Billy James Hargis papers were obtained for Special Collections, including a communion chalice.
- Special Collections staff is being trained in using the QPay system to process credit card payments. Special Collections staff are now handing out payment receipts rather than giving the user a copy of their invoice.
- The Bumpers Papers project ends this month. A celebratory event will possibly be planned for this fall.
- The Mack McLarty Papers (McLarty was Chief of Staff in the Clinton Administration), will be opened with a celebratory event. The date is undetermined at this time.
- There will be an event at the Jones Center to announce the donation of the Jones Trucking Line Collection (date unknown). Sometime next year, there will be a celebratory event to open the collection.

Freedle:
- The operations group is communicating across departments to discuss issues that crop up and to share information.
- There is a possibility that the Libraries will begin using Blackboard as a platform for e-reserves. Several departments are working together to see if this option will suit our needs.

Boyd:
- Final planning is underway for the Provost’s annual promotion and tenure reception held in the Walton Reading Room each year. The event will be held in mid-September. Molly’s role is to create the booklets and the exhibit for the reading room.

Kulczak:
- FCC and SCC met and agreed to meet semi-annually to discuss any issues related to both groups.
- SCC would like to see a truly anonymous suggestion box that could be used by people wishing to protect their anonymity. This would be used to send comments to FCC, SCC or LHRO. Kulczak will talk with Beth Juhl about whether this can be accomplished electronically.
• It was clarified that the SCC members are appointed by the Dean while FCC members are elected in cases where there are no volunteers.

Hartman:
• A commemorative booklet will be created to honor the purchase of the Libraries’ two-millionth volume. The Dean will ask selectors to nominate students they have worked with who can describe how the Libraries have positively impacted their research. Ganson asked that this issue be placed on the selector’s agenda.
• Hartman asked for feedback on the potential use of the “On Display” status in the library catalog. Conway said she would talk with Jason Dean about it and reply.
• Jennifer Rae is working on preparations for fall events such as Razorbash, etc. She mentioned that if any design work is needed for fall semester, it should be discussed with her as soon as possible.

Conway:
• Conway is training new cataloger Jason Dean and reports that he is making remarkable progress in reducing the backlog of dissertations and theses. Cedar Middleton (LIS student and Tech Services staff member) also worked on this backlog as part of a school project.
• A classified position in serials will be posted soon.

Ganson:
• The English and Communications Librarian position is posted.
• The hiring process for the Director for Administrative Services position is nearly finished.
• The board of trustees approves a library fee. Half of the amount request was approved for this upcoming fiscal year (FY 14) with the understanding that in FY 15 the fee will double. This means approximately $650,000.00 for FY 14 which will be added to the materials budget. The Libraries are receiving some one-time funds to supplement the other half of the request.
• ArkLink negotiated a deal with OCLC for FirstSearch access. For the first time, the Libraries will be contributing to the cost. The funds will come from the support services category, which are used to fund ongoing costs such as ILL access, cataloging access, and other types of services that are required to keep the Libraries running.
• Beginning July 1, 2013, the Libraries will begin receiving 2% of indirect costs from grants in order to support the purchase of research materials needed for said grants.

Kulczak:
• The Public Safety committee was asked by the university police department to make a recommendation regarding the possible adoption of Tasers on campus.

Gibson:
• The Relais pilot project (called Borrow-It-Now) is approaching testing mode and will go live sometime this fall. The August 1 launch date will likely not be met.

tmg 8/06/13