Present: Alberta Bailey, Ben Carter, Judy Ganson, Juana Young, Anne Marie Candido

Juana Young presented a revised Organizational Chart and asked the Group if anything needed to be added. Judy Ganson mentioned that the position on the chart of Government Documents would have to be revised. She and Alberta will be giving her recommendations as to where to locate Government Documents on the chart. Juana will then send the revised chart to Anne Marie Candido, who will ask Arthur Morgan to post it online early next week.

Juana Young mentioned that the University has given the library a large sum of money to use to raise wage levels for hourly workers. She asked the Group to recommend to her the best and most equitable way to produce this raise in wages. This subject was discussed at length after review of current wage levels. It was determined that hourly wages will be raised substantially for next fiscal year. The exact amount will be announced early in the new fiscal year.

Juana said that the company that makes the Libraries’ mugs is having a big discount offer. Juana asked the Group how many new library mugs should be ordered for give-away at various campus functions such as Razorbash, new faculty orientation, new graduate student orientation, and general orientation table sessions in the Union. She also asked how many library pens should be ordered for the same functions. Alberta gave her an estimated number needed.

Juana distributed to the Group an accounting of travel expenses for the two last fiscal years. She mentioned that she was pleased that most of the travel requests were submitted to her at the time she asked for them. Only a few were requested after that time. A slightly higher level of funds was used for travel this past fiscal year than the previous year, but that was probably due to added expenses for the retreat.

Judy Ganson said that the library still needs to save more money from journal cancellations. She will be meeting with selectors next week on this issue to be sure that faculty are understanding what is expected of them in the review.

Alberta Bailey reported that she has been meeting with faculty and administrators from the Clinton School of Public Service on the issue of possibly creating a single ID card that would work at the libraries of all the UofA campuses.