University of Arkansas Libraries, Fayetteville, Arkansas
Admin Group meeting
Thursday, June 19, 2015
Present: Carolyn Henderson Allen, Molly Boyd, Marco De Prosperis, Judy Ganson, and Lora Lennertz.

2016 Budget Review
The Admin Group reviewed the budget allocations for expenditures.
   Equipment requests totaled $234,500; replacing staff computers that are no longer in warranty will be phased in rather than lump sum. Some review of requested items may have to be done, as the requested amount is more than budgeted. Some items requested are for personal use rather than library-wide use.

   The Admin Group reviewed the travel budget requests. Because the requests total more than the budget allocation, Marco will investigate the possibility of a $3000 limit to travel reimbursement per employee. This would not include "official business," which was erroneously marked on many travel requests, nor would it include training, which should be moved to that budget line under Human Resources.

Study Room Construction
Construction will begin on Monday, June 29 for the third floor study rooms in Mullins Library. The goal is completion before the fall semester begins, late August. The furnishings and equipment have been ordered.

Security Cameras in Branch Libraries
The security cameras have been installed in all branch libraries.