Minutes of Public Service meeting

September 8, 2011

Room 486

Present were: Carolyn Allen (presiding), Donna Daniels, Judy Ganson, Tess Gibson, Phil Jones, Kathleen Lehman, Lora Lennertz Jetton, Joshua Youngblood, Tim Zou, (Dawn Lingelbach)

There was a brief discussion of potential endowment opportunities.

Dean Allen stated that she would like to meet with Public Services Heads twice a month (the 2\textsuperscript{nd} and the 4\textsuperscript{th} Thursdays). Public Services will meet the other Thursdays when agenda items are present.

Ganson indicated that computers were being distributed to departments. Computers for Special Collections will be delivered next week.

Gibson reiterated that she has expanded document delivery of “we owns” to include all persons. A reconfigured nighttime position will help in expanding hours for document delivery.

Youngblood announced that the George Fisher project is on target for its completion date in early October. He also announced that the Hammerschmidt collection would be opened on September 14\textsuperscript{th} with an event in the Walton Reading Room at 3:00. He stated that the Libraries’ Archives Month celebration will occur on October 5\textsuperscript{th}.

Lehman announced that a LCD screen has been placed in the Physics Library.

Daniels reiterated an earlier e-mail in which it was requested that users of room 102 leave the screen and projector down between classes.

Zou stated that two of his supervisors were attending supervisor training. He also indicated that they were in the process of installing e-books on the readers that have been acquired.

Agenda issues for next week include – DeskTracker instruction clarification; disposition of Ms and Ns; Copyright and Reserves.