

Storage Committee Chairs Progress Report July 12

Mullins Library Storage Steering Committee

Uploaded

ProgressReport07_05_18.pdf
ReferenceAreaCollections.xlsx
ShelvingInterimFirstAttempt.xlsx
MaterialsOrderedbyCall.xlsx

Scheduled

Visit from Auburn Wed, Jul 25

Op Cit (Operation Caiasoft Implementation Team!)

In addition to main collections put into transit - here are the numbers mdaud 7/3/18 - 12061
mdcte 7/3/18 - 1056 mfich A-E 7/4/18 - 22294 mfich G-R 7/4/18 - 45743 mfich S-Z 7/4/2018
- 19506 mfilm G - R 7/5/18 - 6022 mfilm A - E 7/5/18 - 10755 mfilm S-Z 7/5/18 - 2018
mddvd 7/5/18- 2591; mdcom 7/5/18-3720; usdfc - A-F 7/6/18 – 29565; usdfc - G to L 9999
7/9/18 – 38054; usdfc - FA 1 to G1 7/9/18 – 2638; usdfc - LA 1 - PREX 9 7/9/18 – 34700;
govfc 7/9/18 – 26; govf 7/9/18 - 23

Physical Move

Added to Shelving and PAM score move

Identify locations and quantities for slotted shelving
Identify locations for PAM scores
Identify location of documents
Remove slotted shelving that is available on level 4 and reshelve in new locations
Return shelves to bay 2 level 1
Investigate adding 3 ranges back to bay 2 level 1 or 2 ranges of 11" slotted shelving??
Move PAM scores

Added to Reference Collections Consolidation

Identify potential collections to gather
Make selections from the identified locations
Identify needs for slotted shelving
Determine shelving pattern for collections (LC, etc.)
Move collections into the space and consolidate

Added to Cabinet move

Identify collection space and organization
Determine need for assistance and equipment for the move
Memo to administration on move event
Moving the cabinets

