

University of Arkansas Libraries

Library Storage Chairs Meeting

Thursday, September 20, 2018

PRESENT: Lora Lennertz, Matthew Kelley, Tess Gibson, Kathleen Lehman, Molly Boyd, Deb Kulczak, Beth Juhl, Kelsey Lovewell Lippard, Lori Birrell.

Kelsey Lovewell Lippard joined the group to talk about wayfinding signs. We'd like to include color-coding in way finding signs. The yearbook collection needs a sign. Kelsey will collect requests for temporary signs; these will stay until renovation in Mullins Library is complete.

The review of the to do list were prioritized based on the ones that would most facilitate access to materials. The top five tasks are:

Multi-bib clean-up

Cabinets assigned address, each drawer has a barcode, drawers with barcoded items do NOT have drawer barcodes. Work plan in CaiaSoft and ID locations.

Caia barcodes with no location address

860 / RAPID correct holdings information

FAQ page for visitors and guests without a UA ID detailing how to request items from LINX.

Other tasks discussed include a shelf reading project in Mullins (re-ordering the books by call number range that were mis-shelved by movers) and developing a communication plan for blog posts, Tuesday Times, Moving Minute and testimonials.