

University of Arkansas Libraries

Library Storage Chairs Meeting

Thursday, August 30, 2018

Present: Lora Lennertz, Beth Juhl, Deb Kulczak, Molly Boyd, Kathleen Lehman, Joel Thornton, and Katrina Windon.

Staff at the library annex will be training for building operation today and tomorrow; all components of building operation.

Drew Beisswenger will be shifting the M-call number range, integrating the miniature scores while shifting. Media oversized are downstairs on level 1.

Lora Lennertz distributed a spreadsheet of "to do list" of collections or collections equipment that needs to be moved post storage.

- Dictionaries on stands will be integrated in the MAIN collection; unsure what to do with the book stands. May ask Special Collections and other staff if these stands would be of use in their areas.
- No decision made on posters
- There is a 5-foot wide map cabinet for oversized maps

Lora also distributed a spreadsheet of items in Reference that were tagged to remain in Mullins but were not pink dotted and were moved to the library annex. Many of the German language reference materials are included in this group.

- There are 227 items on the list
- 127 items were initially selected for the reference circulating items during an earlier project
- 125 items on the list were sent to MAIN
- 79 items on the list were sent to storage
- 24 items indicate some flavor of reference collection but are not physically in the collection

There are five locations for Reference materials. The group decided to:

- Leave RefCR where they are and change the item record location in the catalog
- Make a list of "missing" titles
- 79 items in LINX need to be retrieved and returned to MAIN
- 24 items will be tagged as "on search" in item record
- Add location MAIN-AR for yearbooks and budgets on level 2

The LINX staff are working on accessioning materials moved from MAIN

Kathleen Lehman reported that her staff are also working on a list of tasks, ranked by most important.

There were some hitches in the hand off and delivery flow during the first week of classes; seems to be functioning better now.

Annex staff still have not settled into a "regular" work day.

The new site location for OCLC has been created, but is still being configured.

Beth Juhl reported that she is working through new location codes in Sierra. She recommended a new Sierra location / Caia collection, "STORV" to distinguish bound volumes / non manuscript collection things from manuscript materials. That will also keep spco materials separate from arkco materials.

Beth started the metadata upload to Caia "STORV" for the theses and dissertations because Katrina needs them out of her way. She is cleaning up records for LISAs as a location in Sierra.

There are 136 missing titles from location LISAs.

There are 530 item conflicts for newspapers from location LISAs.

There are 9 manuscript collections from LISAs.

Beth is also working on processing the changes in the loan rules in Sierra.

Beth is also working on web site updates. She created a new page for Multimedia Services, to which the old Performing Arts and Media page will redirect traffic.

Beth is transposing location names in Sierra, such as Special Collections-Library Annex, instead of Library Annex first, so that scoping can be done on the bib level location. She is looking at all location codes in bib records—US docs, GovRef, Gov doc compact, etc.

Beth is working with CaiaSoft developers to add "requesting history" so that personnel can more easily request bunches of items (say for a Special Collections researcher) that have previously been requested.

Lori Birrell decided not to pursue the purchase of Aeon, a patron management module overlay for Archives Space, at this time.

Katrina Windon reported that she and other Special Collections personnel were likewise engaged in a clean up of data and physical items following the move. There is an issue with space for cabinets. Katrina was concerned that Special Collections materials were integrated with MAIN materials in LINX; would like to have them physically separated for preservation reasons.

89 Special Collections materials have circulated to researchers from LINX to date.

Deb Kulczak reported she is updating the SuDoc list, updating locations, and finding some issues with status. "sticky status" is not working when updated.