LIBRARY / MEDIA CENTER
STAFF MEETING

MINUTES OF APRIL 22, 2008

In attendance: Gail Banwart, Sharon Baron, Paula Doherty, Janet Gouin, David Kent, Carolyn Kirsch, Amy McClain, Nina Pitts

I. APPROVAL OF MARCH 18, 2008 MINUTES:
Gail moved and David seconded the motion to approve the March 18 minutes.

II. CAMPUS UPDATE?
David, Gail and Nina attended the luncheon for Ruth Kirk after her presentation at Studium Generale.
The recent meeting with the president addressed getting feedback regarding branding.
David mentioned that he’s attending the electric lunches and both Jeremy and Eric are providing great presentations.
David also discussed Google documents; students can keep their papers in a “cloud” (on the Google server).

III. NEW BUILDING TOUR:
David mentioned the large capacity of space that’s in the basement and he said that although it was an overcast day it was very bright inside the main library.
The inside doors will be a solid piece (no windows).
The classroom is quite large, it is big enough for 25 workstations and tables.
There is a wall behind a window (displaying studs and insulation) between the storage and shipping/receiving rooms on the southwest side of the building.
Amy will check with Dennis to see if we are going to have whiteboards in the new conference rooms. We plan to automate an online reservations system for the conference rooms.
Print management system: we are zeroing on Pharos, but haven’t confirmed purchasing it yet. Nina had a conversation with Laurie from Pierce College and she provided additional info about systems they are researching. Paula noted that it would be nice to have it set up by the middle of July. Paula suggested visiting libraries with print management systems to help make a decision. Nina will try to get feedback from the Voyager listserv regarding what they are using and the interaction between their print management system and Voyager.

IV. REPORTS:

- Interlibrary Loans [Carolyn]:
The Washington State Library launched the statewide catalog April 14. Carolyn will send the link to the LMC group. She has been learning about Wayfinder on the web and we are in phase 1. There are one hour online
training sessions that are free, and will be provided for 6 weeks, April 21-May 31. There are 7 sessions plus one orientation.

- **Reference and Instruction [Gail / David]:**  
  Regarding the reference section, Nina and David made an executive decision to move Magill volumes (since we have Magill on Literature plus online) down to A-12 to make room for new book overflow.  
  Gail noted that a patron asked for the college’s wireless access password. She said she didn’t know it but told the patron that public accessible wireless is available in the PUB.

- **Media [Dennis]:**  
  Not present.

- **Circulation [Sharon / Janet]:**  
  All is well except one copy of The New York Times disappeared.

- **Systems /Processing [Nina]:**  
  We have a question that was triggered by our Ruth Kirk books, is there a policy for having numerous copies? Some include a fifth donation. Gail and David said they agreed to keep all of them. Paula recommended amending the collection development policy for consideration of adding multiple copies for special collections.  
  Nina said we will have a new detector, but we will have the same detection system so we won’t have to retag our collection.  
  There are new features coming with Voyager 7 on August 12:  
  - ability to suppress records in a batch  
  - suppress a deletion at pick;  
  - scan feature;  
  - identify a record that has been suppressed;  
  - add color and customize;  
  - save searches in the OPAC;  
  - the ability to predict the non predictive serial.

  David asked if we could get a scanner for inventory control in the stacks. Nina said that additional software would be needed that would have to be compatible with Voyager. David said it would be easier to inventory the collection with a scanner and would happen more often.

- **Acquisitions [Amy]:**  
  We have received 75 books so far this fiscal year and have 38 on order.

V. **VIEWS FROM ARGENTINA**  
Paula shared a slideshow of her recent trip to Argentina.

VI. **SPRING QUARTER MEETINGS:**  
May 20  
June 17