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Library Staff Meetings

Nelson Poynter Memorial Library

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9-16-1997

## Library Staff Meeting : 1997 : 09 : 16

Nelson Poynter Memorial Library.

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**STAFF MEETING**  
**September 16, 1997**

**Computer News**

Ed reported that faster WebLUIS lines are in the works.

**New Positions**

Jan Boyd will be filling the Tech Services LTA position on a permanent basis.

The Clerk Typist position in Tech Services has been upgraded to a Senior Clerk position.

The two new positions, one in Circulation and one shared between Collection Development and Library Systems, can be filled as of November 1, after the job descriptions are completed

**Dedication**

The dedication of the Professor Harry J. Schaleman Research Office will be held on September 24 at noon at Room 248. A luncheon will follow in Room 130.

300 programs have been ordered for the dedication and the extra copies will be available for distribution to anyone interested in the story behind the research office and Professor Schaleman's contributions to the university.

This office will be reserved for long-term research and anyone wishing to use it should be directed to Lanny.

**Progressive Brunch**

October 26 is the date of the Progressive Brunch. The library will be the site of the final stop. Due to this event the library will be open from 3:00 - 8:00 on this day.

**Heart Walk**

September 27. Barbara has a few forms in her office.

**Ongoing Building Problems**

The following problems were brought up:

Keys are sticking in the door leading to the second floor elevator.

The floor covering on the staircase has not been reglued.

We are still waiting for our directory.

There are no shelves in the handicapped restroom stalls.

There are areas where the paint is chipping off the walls in AV.

Door alarms are still not working properly.

### **Media Center**

The AV staff are looking for a place to hang a large banner used by Project Oceanography. They suggested using the wall outside AV along the atrium. Sites are under consideration for this.

David reported that the Media Center has received two PictureTel units from the Pinellas County School Board. They consist of a computer with a camera and a 27" monitor, and are used to connect USF to Palm Harbor University High School. At present two classes are sent to Palm Harbor by PictureTel.

### **Poynter Pond**

Plant Services will be installing a French drain and sodding the retention pond.

### **Meeting Dates**

Next Staff Meeting - October 14 at 2:00 P.M.

Next Librarians Meeting - October 23.