

LIBRARIANS' MEETING
Tuesday, May 14, 2002

Announcements -- Kathy

In a recent budget meeting, Kathy heard that \$15 million in Library Book OCO is (temporarily?) missing from the university budget. We are still uncertain what the Library's budget will be, or indeed how much money is in our accounts this fiscal year.

Kathy will present a proposed budget next week, which will include funds for:

- Replacing Dan's time in AV,
- Refunding of librarians' raises to bring them close to standard,
- Replacing the Sr. Clerk position we lost.

Campus evaluations are back, and Tamica is doing statistics with the returns. It appears that Reference and the web page are "top stars."

Kathy announced that Spring FARs are due.

Karilyn distributed a list of proposed periodical subscriptions. She recommended a few and gave her reasons for turning down some others. A discussion followed, which resulted in the acceptance of the majority of selections and deletion of only a few. Added to the acceptance list were several that **Tamica** presented on the subject of social work. **Tina** noted the advanced work Jstor was accomplishing on many of the electronic indexes.

Karilyn announced that the copier contract is now in the process of bidding, with a due date of 5/31, so she will be attending the post-bid meetings in early June. Despite an unforeseen delay, the machines should be in place on July 1, following Jim Gray's original schedule. The last two weeks of June might be problematic, but fortunately they occur during a slow period. Karilyn went over the parameters again: 3 copiers (2 coin and one card) in the Library, 2 in Davis, plus 2 microform copiers. Of the 3 regular Library copiers, 2 will be on the first floor, the other on the second floor, but none on the third. A service representative will be in attendance between 8am and 9am Monday-Friday, and will return promptly if problems occur.

Jackie indicated that Circ would like to ease Dan back into desk service to help the short-staffed situation there.

Jackie made a personal announcement—she got married recently. There will be no name change, though, because she married her former husband.

Jerry reported that AV was busy with IDs, and that the department needs new student help since Janine left for employment elsewhere on campus.

Jim announced that Special Collections has been very busy as a result of all the attention generated by the showing of the 1929 film. He was asked by WUSF to make comments for them, and these are currently being broadcast. City Channel 35 will do taping at one of the public showings of the film next week. Calls have been coming in from groups interested in history and preservation, as well as individual community members, asking how they can obtain copies. It was decided in today's meeting that Jerry will supply extra library copies, and Jim will personally handle checkout of the videos, similarly to the way he does with Special Collections items.

Kathy distributed guidelines to use for the next annual evaluations. She said they are similar to the old ones, and are actually simplified versions of SACS guidelines. A discussion followed regarding individual library research. Bernadette Storck has been replaced by Mary Brown as head of the Pinellas County Library Cooperative. Bernadette will be missed.

To do:

1. MyUSF, microform glare: **Kathy I can use this reminder about the microform glare! I did check with Jeff about My USF and talked to Steve Lang about a tutorial. I think that part is done.**
2. Merit pay revisions: **Deb, Tina, Jim**
3. Merit pay committee: **JJ, Jerry**
4. Suggest best e-mail decision, reconfigure old computers when new ones are installed, make Explorer the default browser: **Berrie and systems team I think most of this is done.**
5. Circulation policy list for community patron categories: **JJ**
6. Rush catalog request link on services page: Form available, needs fine-tuning: **Tina and public services committee—in process.**
7. Orientation for ADA equipment: **Berrie**
8. Tardiness issue: **Kathy**
9. **Spring FARs—all.**