Present:
- Jean Brickey
- Ross Edmonds, President
- Debbie Hobbs
- Lori Lee, Secretary
- Shirley Moede
- Christopher Peters
- Robert Sebek
- Brian Shelburne, Vice President
- Kimberli Weeks

Absent:
- Debbie Osborne
- Mary Sullivan

Minutes:

2:30 – 3:30 PM in DLA Conference Room, Newman Library

Welcome and Thank You’s – Ross Edmonds

- Ross welcomed and thanked everyone who attended the meeting. Ross asked that you please read and have some idea of what both policies (2035 & 5616) are.

Ladies Restrooms – Ross Edmonds & Shirley Moede

- The feminine hygiene dispensers are not in all the ladies restrooms. The ones that do have them either don’t work and they are empty. They take your money and don’t give you anything. Ross has already talked to Cathy Creggar and she is checking into this matter.
- Most of the women in this library work on the 6th floor and they have the smallest and not very nice restrooms in the entire building. Ross will be checking to see if anything can be done about it.

Security – Ross Edmonds and Shirley Moede

- How does the library handle this issue. (Example: if someone comes in and asks where you are, do they just send them to you or should they call 1st to see if you want this person to come see you). This issue will be sent to the Dean’s office to see if a policy can be put in place.
Staff Survey – Ross Edmonds and Debbie Hobbs

- Discussed questions for staff survey. LSA Exec. Board came up with some good ideas. Ross will rewrite survey and send out to Exec. Board via email for comments. Will try to get a final draft done via email and have for next month’s meeting.
- Once survey questions are finalized then Ross will ask Eileen if she would like to add a question or two to the survey (she will not be able to change or delete any question, only add and we reserve the right to not include it on the survey).

Goals for the Year – Ross Edmonds

- The goals will mostly come from the survey but here is a start.
- The #1 goal is to prove to the members that LSA does have some influence and can get some issues changed.
- The #2 goal is to let the members know what we have accomplished & advertise.

Reminders (Travel, etc.)

- Starting August 1st, if you travel on LSA money within 10 days of completing your travel you must complete a report about your travel. If you do not complete your report, you might be denied LSA money to travel the next time you wish to travel.
- Please have your calendars up to date. We would like to hold the LSA meeting at the same time each month if possible.

Combined Virginia Campaign (CVC)

- This campaign needs a volunteer from the Classified Staff. The Faculty volunteer is Luke Vilelle.