Library Staff Association Minutes  
August 12, 1997

Present:
• Tony Atkins
• Stephanie Collins
• Pat Elliott, President
• Diane Kaufman
• Debbie Scott, Secretary
• Tami Tomasello, Vice President/President Elect
• Jamie Wampler

Absent:
• Lucy Cox

Minutes:

We will be meeting this semester at 3:00 pm the second and fourth Wednesdays of each month. Minutes were approved from our last meeting, July 23, 1997.

Library Forum – The Dean will speak and address questions raised. Try to encourage staff to go and to ask questions that may be on our minds. Questions will be posed by Pat to ensure anonymity. Staff can submit questions to LSA representatives, in the LSA box in the 6th floor lounge, or on the LSA web page anonymous form.

LSA Check for closed bank account – We have a $12.48 check from an old LSA bank account which the bank closed because it has not been used. We will apply the money towards the next function.

Tours for New Employees – every couple of months, LSA and LFA will coordinate to offer a tour of the library to new employees. The question was raised on how to get the names of new employees. Pat will talk to Cathy Pillow about getting a list. Several people wondered if Brenda Hendricks has planned to offer these tours through the training office, as part of Fundamental Skills. We will talk to her before we plan the LSA/LFA effort.

Self-Study Guide – Jamie Wampler suggested that LSA buy a self-study guide for the Training Office, "Leadership and Supervisory Skills for Women." Members of LSA reviewed the brochure, but no decision was made.

Christmas Projects – We will work with LFA to involve the whole library in charitable projects during the Christmas season. Diane made the suggestion that we inform library staff and faculty of these projects
early, as early as September, so that people have time to think about gifts and have it in mind for when they do their shopping.

Service awards – Jamie Wampler and Susan Ariew are working together to come up with a proposal for faculty and staff service awards. LFA records indicate there was previously an award. Jamie has done some research with another on-campus department to find out more about their award and process. The Dean has said she will fund such an award.

Newman News project – Rosemary Bowden has some old copies of the newsletter, which we would like to borrow to get ideas. Our goal is to publish an introductory issue this Fall.

Our next meeting will be August 27 at 3pm. Tony Atkins will bring a digital camera to take a picture for our web page, so that library staff will be able to associate our names with our faces.