Library Staff Association Minutes
September 16, 1998

Present:
- Tony Atkins
- Ingrid Cotner, Vice President/President Elect
- Lucy Cox
- Mary Lucado
- Milko Maykowskyj, Staff Senator
- Sally Sandidge
- Susan Sowers, Secretary
- Clara Stanley
- Jamie Wampler, President

Absent:

Minutes:
The meeting was called to order at 3:03 PM on Wednesday, September 16, 1998.

Minutes for the August 19, 1998 meeting were not finished and will be read at the next meeting.

New Business

Announcements: Jamie announced that a Library Forum has been scheduled for Tuesday, September 22, 1998 from 3:30 - 4:30 PM. This meeting will take place in the new “Classroom B” on the second floor. Jamie asked if there were any issues to be brought up from LSA or any of the departments.

Anonymous Suggestions:

- Placement of steps near the loading dock behind the library: It was suggested that steps be built on the slope between the library and Squires. Reasons for the purpose of the steps included limited access because of construction on the mall side of the library, possible accidents this winter, and staff members who have handicapped parking permits or are expecting must climb this slope every morning. Jamie will contact Facilities Management about the feasibility of the construction.

- An e-mail was received over the lack of Reference help at night and on the weekends. It was outlined as a problem for the night public services staff. Jamie e-mailed Eileen Hitchingham, Dean of University Libraries, about the problem. Eileen responded and her answer was read aloud. Eileen forwarded a copy to Linda Richardson, interim head of User Services, and her response was also read aloud. It seems as if there is a lack of available resources to man the desk all the hours that the library is open. Several suggestions were proposed, such as
publicizing the hours that individual departments are open in the library and use of student help at slow hours. These suggestions will be forwarded to the Reference Department.

- The group discussed doing away with the anonymous suggestion box and its pros and cons. The box will be left in place for now.

Goals for the Upcoming Year:

- A time management workshop was discussed. The fee for the Day-Timers group is too prohibitive for us. It was discussed seeing if there was someone on campus who could provide similar services. We may have to go with the purchase of some videos instead.
- A staff morale survey was discussed to see what the staff thinks of LSA, what they would like to see the group do, and their wants and needs. It was mentioned that a greater response would be generated if the survey was conducted online.

Staff Senate: Milko reported on the Staff Senate. The Senate wants to promote itself and department staff associations. Milko would like LSA to help lead the way by being a resource for other department staff associations. He also stated that volunteers are needed for the web page (it is mounted here in the library) and the communications department. Milko will pass along the suggestion that Staff Senate meetings be held during work hours so that more people could participate. LSA needs another representative for the Staff Senate. Jamie will consider being an alternate until the position is filled. Milko will keep LSA informed about the Staff Senate.

Meeting with the Dean: Jamie will be meeting with Dean Hitchingham next Wednesday and wanted to know if anyone had any concerns to bring up with her. LSA suggested the posting of individual department hours in the lobby as a topic.

The meeting was adjourned at 4:02 PM.

Respectfully submitted,
Susan Sowers
Secretary