

2000

February 2, 2000

Library Advisory Board

Follow this and additional works at: <http://thekeep.eiu.edu/lab>

Recommended Citation

Library Advisory Board, "February 2, 2000" (2000). *Minutes*. 43.
<http://thekeep.eiu.edu/lab/43>

This Article is brought to you for free and open access by the Library Advisory Board at The Keep. It has been accepted for inclusion in Minutes by an authorized administrator of The Keep. For more information, please contact tabruns@eiu.edu.

**

MINUTES OF THE LIBRARY ADVISORY BOARD

February 2, 2000

**

The meeting was convened by Dr. Newton Key, chair, at 4:00 p.m. in the McAfee Tower Conference Room.

Present: Rosemary Buck, Joyce Easter, Robert Fischer, Alan Grant, Martha Jane Harris, Barbara Kemmerer,

Newton Key, Allen Lanham, Brian Pritschet, John Weber, Bailey Young.
Visitor: Bob Hillman.

Excused: Valencia Browning, Ted Weidner

Absent: Steve Davis

1. ***Approval of Minutes*

**

The minutes of the November 10, 1999 meeting were approved.

**

2. *Communications*

1. **__Spring Schedule__

—

The Library Advisory Board will meet on February 2, March 1, and April 5 during the spring semester.

—

1. _Other_

—

The Student Senate has contacted Dr. Key with the name of their representative for the Library Advisory Board. The Student Senate member will be Ian Davis. Mr. Davis did not attend the meeting.

Communication was received by Dr. Bailey Dr. Young from Dr. John Laible concerning the status of Sue Kaufmann=s gift to Booth Library for tolerance materials. There is a possibility of others wanting to donate to this fund. Dean Lanham responded that Karen Whisler and Pam Ortega of the library faculty have been asked to work with Dr. Kaufmann in choosing tolerance materials to be purchased with her gift. The Dean expressed interest in Dr. Laible=s proposal and had agreed with Dr. Kaufmann to invest other funds on tolerance materials.

Communication was received by Dr. Key from Ted Weidner and

Valencia Browning notifying him of their inability to attend the February 2 meeting. Dr. Weidner noted he would try to provide information to Dr. Key concerning the lighting in McAfee before the meeting.

**

3. *Old Business*

**_

1. __Location of Archives__

—

Dr. Key stated there was some confusion as to the location of the Edgar archives in the renovated library. Dean Lanham responded that the University Archives and Special Collections will be near the south entrance and include the Edgar papers, with exception of those materials chosen for display in the exhibit areas near the north entrance in the former R&R room. Dr. Lanham gave details as to how the exhibit space will be arranged. Discussion ensued regarding the Edgar collection.

—

2. __Archivist__

—

Dr. Bailey Dr. Young proposed pursuing additional staffing for the archives department, including a full-time archivist. Dr. Terry Barnhart of the History Department spoke with Dr. Bailey Dr. Young in regards to materials recently used in the Old Main exhibit at the Tarble Arts Center and was concerned with the best way to organize and preserve the materials. Dr. Key extended an invitation to Dr. Barnhart to attend the next Library Advisory Board meeting and present his ideas regarding archiving such materials. Dr. Martha Harris suggested that a fund raiser could be held if there were any building materials being disposed of that would appeal to the alumni.

—

3. __Spring Elections__

—

Nominations for chair and vice-chair are open as of this meeting and remain open until the week before the next meeting. Dr. Key requested that members submit their nominations to him, in writing. Only continuing members and alternates may be nominated. Matthew Monippallil, alternate for the College of Business & Applied Sciences is on sabbatical and Valencia Browning is on leave. Dr. Key suggested getting another alternate for the College

of Business & Applied Sciences appointed to serve on the board so that the College would be adequately represented.

D. Other

—

No other old business was in order.

4.

**

5. *New Business*

**__

1. Dean

=s Report

1. Assessment activities

—

A draft of the Patron Satisfaction Survey 2000 was handed out for review. It will be administered during National Library Week in electronic and print versions. Only one change has been made to the survey since 1999. In question #5, Government Documents was added as a choice in response to a patron=s suggestion last year. Dean Lanham requested that LAB members submit their recommendations for the survey at the March meeting or to e-mail their ideas to him. The survey will then be presented to other library committees for review.

At the January Library Faculty meeting there was discussion about including a survey to Eastern faculty sometime in the semester. This survey would give the faculty a chance to express their opinions about the materials available for their use and the use of their students. The survey would also indicate if the faculty are aware of the services available to them through the library. Dean Lanham inquired if the members believed this survey would be of value. Discussion ensued. The recommendation was to do a short check-list survey to faculty this spring.

Discussion was held regarding the use of the library by students. Dr. Bailey Dr. Young suggested getting the Daily Eastern News to write a feature on the library to encourage students use. Dean Lanham responded that the newspaper did an article on the library recently, but agreed the library needs more coverage.

—

2. National Library Week

—

National Library Week will be held from April 9 through April 15, 2000. The Patron Satisfaction Survey and the annual book sale will take place during that time. The book sale will require a new location while renovations are occurring at the library.

—

3. Booth Renovation/Expansion

—

The Art-in-Architecture Committee has approved approximately 24 regional artists to present their works for purchase and display in the renovated library. If funds are still available, the committee will look for other works to add to the collection. The committee is made up of representatives from the library, facilities, the Capital Development Board, and the College of Arts and Humanities faculty.

Dean Lanham provided an update on the renovations. The renovation completion date is still on target. The contractors received a two-week extension to submit bids. The bids will be due on March 1, 2000.

—

4. Publications

—

The 1999 Annual Report will be available hopefully by the next Library Advisory Board meeting. The January issue of /NoteBooth/ was included in the handouts. Dean Lanham would like the input of the board members regarding whether the newsletter is meeting the needs of its readers and what additional information they would like to see included. Dean Lanham presented the Booth Guide Posters which will be displayed in various buildings around campus in response to a request from the Student Government. Any members knowing of a place to hang the poster in their respective buildings are to contact the Dean. There is also a smaller, pamphlet version available for library patrons to help them find their way around the library system. Any members knowing of an organization that would like the guide presented and explained to them should contact the Dean.

5. Planning FY2002 process for Library Services

The Library Services Council began planning for FY2002. Some of the items being looked at include: new services, a speaker or film series for the new conference room, and better display of popular fiction, journals, and newspapers. The plan will focus on using the library's services. Discussion ensued regarding plans for the atrium, as well as materials to be purchased. A draft of the FY2002 plan will be presented to the board for discussion when it is ready.

B. [_http://www.jstor.org/_](http://www.jstor.org/)

Dr. Key inquired as to the possible use of JSTOR. Karen Whisler, head of Collection Management, had provided Dean Lanham with information which he discussed with the board members. Phase I offers 117 titles, of which, the library has 97 of them in full or partial run, 10 of which are inactive, and 20 of the titles were never owned by the library. There is a \$20,000 entry fee for the service and a \$3,000 annual fee. JSTOR will be enhancing and adding new clusters to Phase I. Karen Whisler and Dean Lanham have estimated the costs for all the enhancements could run \$100,000 plus \$30,000-\$40,000 more per year. The Dean suggested looking at this option carefully as the service develops.

1. ___Jazz collection_

Dr. Key handed out a report he conducted comparing Jazz on CD titles at Booth to those listed as a Basic Jazz Library in *The Gramophone Jazz Good CD Guide* (1995). Dr. Key expressed his concern regarding the need for more Jazz CD titles and gave the Dean a list of titles that would be of interest. Dean Lanham has been in communication with Dr. Stoner, chair of the Music Department, concerning the music collection and explained that the library has purchased the CDs faculty members have requested. Dean Lanham will continue the discussion with the various parties. Discussion then ensued regarding the preservation of sound recordings, both LPs and CDs.

1. ___Lights in McAfee Basement_

Dr. Key discussed the lighting situation in the D-DA stacks in McAfee. The lighting is insufficient to read the call numbers. Facilities Planning and Management are taking light meter readings to ascertain how much lighting needs to be added and will make adjustments if the library funds it.

1. ___Other_

Library Advisory Board members are to submit issues for discussion to be included in the agenda for the next meeting to Dr. Key.

5. ***Adjournment*

**

The meeting adjourned at 5:10 p.m.

Linda Metzger, Recording Secretary