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## September 30, 2015

Library Advisory Board

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**MINUTES OF THE LIBRARY ADVISORY BOARD**  
**September 30, 2015**

Dr. Danelle Larson, Chair of the Library Advisory Board, convened the meeting at 4:03 p.m. in Witters Conference Room 4440.

Present: Kristin Brown, Jason Hamilton, Lance Hogan, Danelle Larson, Simon Lee, Zhiwei Liu, Sham'ah Md-Yunus, Stu Sallehu, Caroline Simpson, Jenny Sipes, Nora Pat Small, and Ed Wehrle

Excused (including Alternates): Linda Ghent, Hasan Mavi, and Gopal Periyannan

**I. Welcome and Comments**

Welcome:

Dr. Larson welcomed the Board members to this, the first meeting of the semester, with a special welcome to the new members. Dr. Larson requested that members introduce themselves and state what department they represented.

Approval of Minutes:

A motion was made by Dr. Stu Sallehu, and seconded by Dr. Kristin Brown, to approve the minutes of the April 15, 2015, meeting. The motion carried.

**II. Communications**

Communications were received from two Board members who were unable to attend today's meeting, as well as emails from two members who would be late.

**III. Old Business:**

There was no old business to be discussed.

**IV. New Business**

**Dean's Report**

**I. Welcome**

- Dr. Lanham thanked the Board for serving this year. Dean Lanham indicated that he intended to retire in the not too distant future and has been dean of library services for nearly 25 years.
- Dean Lanham then proceeded to review several of the Booth Library documents in the Board packets. A brief explanation of the Bylaws was made, with particular attention being directed toward ex-officio members. Last year's Board had voted to allow ex-officio members the right to vote. Dr. Lanham suggested that this year's Board might want to consider doing this as well. Dean Lanham made reference to the CARLI letter, as this is a state-wide consortium Booth Library is a part, and it grants us subsidized access to and discounted subscriptions to a broad array of resources and services. The OCLC handout showed WorldCat statistics of number of holdings, access, etc. Dr. Lanham said that OCLC is like a public utility for us; it connects libraries around the world. Of particular interest was the Booth Library Projected Book and Materials Budget for FY2016. Due to time constraints

this document will be discussed at the next Library Advisory Board meeting. Dean Lanham believes that the Library should be molded to the University and its curriculum needs. This Book and Materials Budget is done by a library standing committee and all Board members are invited to attend any of Booth Library's committee meetings.

- Booth Library is down 14 positions over the last two years; two of these positions will be vacated by the end of December and today is John Looby's last day. Provost Lord has given the library permission to hire someone for a public service desk position, which will help the library to stay open on Saturdays. The library is asking for one technical position to be filled and a University archivist. To date these have not been approved.

## **II. Public Service and Collection Issues**

- Media Services will be changed significantly this semester. All classroom obligations will be transferred to CATS. All equipment is being distributed to CATS and other places on campus. With respect to events like commencement, Board of Trustees meetings, etc., it is our understanding that a position will soon be released for the hiring of a recording and sound person who will report to Doudna administration and CATS. Henry Brown will work through requests until he retires in December 2015. After that time Media Services will close. Suzann Bennett, the secretary in that department, will be working in other areas of the library. Beverly Cruse will continue with her position as photographer, reporting to the Dean.
- Booth Library tours and classroom instruction are underway. The busiest time is the first of the semester and at midterm. It is hoped that the graduate coordinators, working with students who are doing their proposals for their theses, will make their students aware of librarian bibliographers and embed these librarians during the early stages of their theses development through the complete process. Steve Brantley and Janice Derr have worked together to create a web page explaining how the library can help a graduate student writing a thesis.
- The Fall Book Sale was held last week, Wednesday, September 23, 2015, and \$1,175 was raised. This sale is not a real money maker but it did reduce our inventory, as the library had an abundance of gift books received during the year. It is always exciting to see students enriching their personal collections.

## **III. Programming Events**

- *Lincoln: The Constitution and the Civil War* exhibit and speaker series, September-October 2015 has been well-attended and has received great reviews.
- Possible topics for 2016 and beyond:
  - o *Water: Resource for Life* from the Smithsonian Museum - Booth Library did not get the grant. However, the library is getting the essence and content of the exhibit and Kirstin Duffin will spearhead the making of Booth Library's own exhibit.
  - o Shakespeare 400<sup>th</sup> Anniversary – it is planned for this to be celebrated during the spring 2016 semester and will make use of English professors.

## **IV. Planning Issues**

- The 2016 Booth Library Awards for Excellence in Student Research and Creativity program will be discussed at the next meeting on November 11, 2015.
- Confirmed events and major exhibitions

- *Dust, Drought, and Dreams Gone Dry* exhibit and programs planned for late January/February March 2016, will also discuss “dust bowl” issues today.
- *For All the World to See: Visual Culture and the Struggle for Civil Rights*, exhibit and event series, September 1 to October 20, 2016, NEH on the Road.

**V. Financial Issues**

- The library, like the rest of campus, is operating on a projected budget and the library is being frugal while not cutting services.
- Dean Lanham stated that he expected the Book and Materials Budget to be cut \$100,000 over last year’s final amount and this dollar amount has been absorbed through every line item. This means that the current budget will revert back to the original university allocation for FY2015.

**VI. Other**

- Dr. Liu asked about copyright issues for The Keep; Dean Lanham disclosed that The Keep staff review all submissions for compliance on this issue.

**V. Adjournment**

A motion was made by Dr. Caroline Simpson and seconded by Dr. Zhiwei Liu to adjourn the meeting at 5:00 p.m.

Respectfully submitted by:  
Christine Derrickson, Recording Secretary