

Eastern Illinois University

## The Keep

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Minutes

Library Advisory Board

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3-25-2020

**March 25, 2020**

Library Advisory Board

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**MINUTES OF THE LIBRARY ADVISORY BOARD**  
**March 25, 2020, via Microsoft Teams**

Chairman Bailey Young called the meeting to order at 4:05 p.m.

Present: David Boggs, Steve Brantley, Crystal Brown, Julie Campbell, Jon Coleman, Amy Davis, Lauri DeRuiter-Willems, Angela Glaros, Zach Newell, Lee Patterson, Sheila Simons, Zen Timilsena, Seth Yeakel, Bailey Young

Excused: A. Desire Adom, Stu Sallehu

**I. Welcome and Communications**

**a. Welcome**

Young welcomed everyone and thanked them for participating in this virtual meeting.

**b. Approval of minutes**

The minutes of the Feb. 19, 2020, meeting were approved as submitted. Seth Yeakel moved to approve the minutes; Steve Brantley seconded. The motion passed unanimously.

**II. Old Business**

**a. Awards for Excellence**

Beth Heldebrandt reported that thus far there are 14 undergraduate and seven graduate entries. The deadline to enter was postponed until midnight April 1, so students still have one more week to enter. She noted that three of the undergraduate entries appear to be from current high school or community college students who are earning dual credit from EIU. It does not appear that these students used Booth Library resources for their research projects, which is a requirement of the competition. After discussion, it was suggested that these students do not meet the requirement of Booth Library research; however, their entries will remain in the competition list and more specific guidelines will be written next year to eliminate this issue. Once the entry deadline has passed, Heldebrandt will email board members with an updated list of entries, and members will then be assigned to judge specific categories, based on preference. Judges should return their point totals to Heldebrandt by noon April 8 to be ready for discussion at a virtual meeting at 4 p.m. on April 8. The award winners will be announced, with no reception, on April 15.

**III. New Business**

**a. Dean's Report**

**1. Response to coronavirus**

Dean Zach Newell provided an update on the library's response to the coronavirus epidemic. He reported there would be no face-to-face interaction in the Circulation Department, although staff will still fulfill requests. Cleaning protocols have been discussed with the BSWs. In working with the president and provost, library staff will make an effort to open on Monday, March 30, with 3-4 staff in the library. Plans for now are that only the third floor will be open, with the computer lab available. The stacks will likely be closed to access. Lee Patterson noted that his department has been bending over backwards to send students information about online resources. Is there a concerted effort more widely from Booth to share these materials? Steve Brantley reported that yes, vendors and publishers have been opening up their content. A library blog post is being continually updated with information from vendors, etc. But people can access these materials as they always have, through the library website. This information has been shared on library social media. Newell will check with Provost Jay Gatrell to see about sharing this information more readily with chairs, faculty, etc. Young noted that it's very important to keep access to library resources. It's also very important to keep our flag flying, and it's good to keep people informed on the coronavirus. Sheila Simons said that it's a tremendous disadvantage to many individuals without access to the tools they need for online learning, but when you look at the amount of time that COVID-19 can remain on surfaces, she doesn't think we can keep the library open safely. Or, perhaps limit access to no more than 10 people, including staff, in the library at one time. Newell suggested perhaps offering pickup of materials only. Jon Coleman wondered if it's possible to find out how many students may need computer access. Seth Yeakel noted that many international students don't have their own computers. Coleman suggested assigning computer stations to these students so that multiple people aren't using the same keyboard, etc.

## **2. Library strategic plan**

Newell previously sent the plan to all LAB members. It has been approved by library staff. But since then, things have come up related to this most recent incident with the coronavirus, and this should probably be addressed in the strategic plan. Board members are asked to send any feedback or concerns to Newell. He thanked all library staff who worked so hard on putting the plan together.

## **3. Fall fundraiser and other scheduled events**

Newell announced that all library programs have been canceled. This includes the Book Sale, Edible Book Festival, Comic Con, etc. In talking with faculty and Foundation representatives, a fall fundraiser is being considered. It was suggested to hold a performance like a madrigal in the foyer, with a dinner/open bar to raise money for the library. It would happen after hours, for a feeling of exclusivity. Young said he talked with conductor Richard Rossi, who recently led a performance of singers in the library, and he says the foyer has the best

acoustics on campus for this type of thing. Young suggested that perhaps the fall fundraiser could also serve as a welcome to new deans on campus. Newell noted that it is the 125<sup>th</sup> anniversary of EIU and 70<sup>th</sup> anniversary of the dedication of the main building (north portion) of Booth Library. This could be a celebration of that, as well. Heldebrandt is working on a brochure for fundraising activities for the library, with an insert for funding of the Center for Student Innovation. Young thanked the library for coordinating exhibits and events, such as the recent Going to Court event, with special thanks to librarian Andy Cougill. He added that the current Don Quixote exhibit is great – too bad people can't get into the building to see it. Heldebrandt announced that a traveling exhibit from the National Library of Medicine, *Fire and Freedom: Food and Enslavement in Early America*, will be on display in the fall for six weeks. Newell said that online exhibits are something the library is working on. For example, 3D images of the campus from 1895 to the present day are being created to celebrate EIU's 125<sup>th</sup> year.

**b. Board leadership**

Young reminded everyone that at the April meeting, the board will elect a chair and vice chair for 2020-2021. Please be prepared to self-nominate or nominate someone else at the April 15 meeting.

**IV. Adjournment**

Lauri DeRuiter-Willems moved to adjourn the meeting, seconded by Coleman. The motion passed unanimously. The meeting was adjourned at 4:58 p.m.

Respectfully submitted by:  
Beth Heldebrandt, recording secretary