

Public Services meeting

April 9, 2021

Present: Sherman Clarke, Marilyn Dueno, Mechele Romanchock, Natalie Skwarek, David Snyder

Giving cords to graduating seniors

- BethAnn Dobie has given Mechele the go-ahead to give library cords to graduating senior student workers.
- Mechele will pursue purchasing the cords and see if it is possible to hold an in-person gathering in advance of graduation. Otherwise, a virtual meeting will be held to celebrate our seniors.

Study room reservations

- With April being the libraries' busiest month, there has been an increase in demand for study rooms.
- A key has been made available to lock doors between uses.
- In addition to the Garden Room and Seminar Room, Herrick is now allowing walk-in reservations for the Children's Room and Fish Room. These extra options have made it easier to keep an hour between each use.
- The room reservation process is going smoothly at Scholes.
- Mechele has noticed additional seats in a few of the study rooms. This implies that some patrons are inviting others to join them. Everyone who makes a study room reservation needs to be reminded that these spaces are meant for solitary use only.

Finals week hours

- Due to patron and student worker interest, Herrick will now be open the last two Saturdays of April. Dave will arrange coverage.
- Finals begin on Wednesday, May 5th. Herrick and Scholes will be open the Saturday before finals from 12 to 6 p.m. Extended hours at both libraries will begin over the weekend to accommodate studying for finals as well as the Admissions event Herrick is participating in.

Summer hours

- The University Libraries will be open from 8:00 – 4:00 p.m. throughout the summer.
- Aanu is interested in working at either or both libraries over the break.
- Material pick-ups will occur at one's preferred library. ALMA's notice wording will be changed to reflect the new library hours.