

## **Access Services Meeting**

**June 19, 2014**

Present: Brian Sullivan, David Snyder, Natalie Skwarek

### Summer Workers

Herrick is running smoothly with the help of our summer workers, though more could be done while workers are at the front desk. Dave will speak with Linda to direct more work to the desk. Sawyer is working with Linda and has been trained at the front desk as a back-up for Diana, Bridgette, and Mai. Shifts will be split between Diana, Bridgette, and Mai into three intervals: from 8 to 11:00 a.m., 11:00 to 2:00 p.m., and 2:00 to 5 p.m.

### Orientation

Due to Tough Clutter being so successful last year, the same concept will likely be used during this year's orientation, but with a different name and new obstacles. Possible ideas for the upcoming obstacle course include but are not limited to: Ninja Warrior, Herrick Warrior, and Herrick Ninjas. The ultimate goal will be to get workers familiar with the big picture of the library through completing a hands-on challenge and an icebreaker that showcases the strengths and interests of each student. Dave and Natalie will meet throughout the summer to brainstorm orientation ideas and will share them with Brian upon his return.

### Fall Semester

Only about half of our student workers have signed up for hours, so the Google Calendar email with instructions for sign-ups will be sent out again. Dave will also begin to weed through applications and conduct phone interviews with new candidates. Training will begin once scheduling has been set and it will be on-going throughout the semester.