

Librarian Meeting

August 24, 2004

Present: Gary, Pam, Steve, Laurie

- We set up the reference schedule for the Fall semester.
- We discussed possibilities for Evening Reference: hire someone or not. We will be interviewing someone tomorrow as a potential temp hire.
- Planning was done for the new faculty reception held Wednesday at 4 pm.
- Bev Crowell, a librarian from Scholes, has been hired to oversee our Access Services Dept. She'll work an average of 5 hours a week. She will be added to our distribution list and invited to librarian meetings.
- It will be necessary to coordinate our travel now that we have so few librarians. We will try having a calendar in Steve's office to record the days we know we will be gone.
- There are more computers to be replaced in the research area. We're waiting for ITS to make arrangements to have them set up.
- Our next meeting was scheduled for August 27 th at 10 am.

Minutes submitted by

Laurie