

**Library Council
Minutes
December 20, 2007
Library West Conference Room , 429
10a-12p**

Members Present: Shelley Arlen, Pam Cenzer, Steve Carrico, Will Chaney, Bill Covey, Jim Cusick, Stephanie Haas (for Erich Kesse), John Ingram, Brian Keith, Cathy Martyniak, Peter McKay, Betsy Simpson, Jan Swanbeck, Ben Walker (for Lori Driscoll)

Members Absent: Michele Crump, Lori Driscoll, Erich Kesse, Judy Russell

1. Approval of Minutes - all

The [November 29, 2007](#) minutes were approved.

2. Budget

The \$500,000 provided by the Provost resulting from the professional schools tuition increase has been distributed. Library selectors from the Smathers Libraries, Health Science Center Library and Law Library jointly decided what materials to purchase. The Elsevier back files were purchased. Elsevier, Proquest, Nature and Springer discounts will allow for an additional \$45,000 of materials to be purchased. A list of the materials purchased will be posted. The new resources should be available for patron use in early January.

Peter McKay is trying to assemble a wish list of subscriptions, microfilms, etc to assist with purchasing decisions when monies become available. A list of one time purchases characterized by discipline would also be a useful fundraising tool.

3. Facilities

Library West floors

A meeting was held yesterday to review flooring samples. Two materials are being considered: a marble-chip tile, and a rubber-based product. Additional color and patterns will be reviewed. The best guess for installation is spring break 2008.

Library West signs

Library West signage has been ordered. An installation date has not been determined but installation may possibly occur at the end of January, beginning of February.

A directory pedestal will be installed on the second floor to the right of the circulation desk.

Opening Library West 2nd floor staff bathrooms and elevator for public use

Concern has been expressed that there is not sufficient public elevator and public restroom capacity in Library West. As a result, the 2nd floor staff bathrooms and staff elevator will become open to the public after some building renovation is

complete. The 5th and 6th floor elevator security will remain in place. A wider door will be installed on the south side to accommodate book cart access.

Marston Science Library carpet

The replacement carpeting for the Marston Science Library has been selected. It is similar to the carpeting in Library West aside from color/pattern.

Replacement tile for areas around water fountains, etc has also been selected. The tile is slated to be installed prior to the new carpet installation.

The old MSL carpet has been cleaned and will be used to carpet the concrete area on the 2nd floor.

The UF Physical Plant Division has agreed to refurbish (at their expense) one floor in Marston Science Library per year.

4. Extended hours

- Gate counts conducted every hour
- Head counts conducted every two hours
- 36% increase in visitors compared to the same time last year
- Building was open an additional 64 hours
- Building used mostly as a study hall with increase in group studying
- Most heavily used during the time prior to reading period
- Study rooms very popular
- Laptop usage greatly increased
- Reserves and DVD usage decreased
- Circulation increased
- Reference statistics were high the 1st week and decreased the 2nd week
- More custodial services needed
- On January 4th the Employee Recognition Committee event will be held to recognize/thank library staff, custodial staff and Starbuck employees who worked during the extended hours.
- There was one incident of one patron complaining about another which resulted with one person being trespassed.
- The 3rd floor needed to be staffed by more than one person
- The pilot project will be continued in spring.

5. Storage facility

The shared remote storage facility was discussed at the last CSUL meeting. The anticipated construction date is 2011-2012. There is some enthusiasm at the Board of Governors level due to it being a statewide shared facility. Judy Russell requested all CSUL directors to draft a statement of needs explaining why their respective institutions need the facility sooner than later. Increasing construction costs are also a consideration for beginning construction sooner than later.

6. New committee on faculty recruitment

The new [Committee on Faculty Recruitment](#) is charged with establishing policies and procedures that promote the successful recruitment of highly qualified faculty and

best serves all of the libraries' stakeholders. The new committee will not make recommendations about market equity, tenure upon hire, etc.

Opinions, suggestions and thoughts on how to improve recruitment processes are being solicited by the committee. Denise Bennett may be contacted.

The committee will begin meeting in January and will provide draft policies to the directors by April.

7. CSUL update

Tabled.