Members Present: Michele Crump, Cathy Martyniak, Martha Hruska, Erich Kesse, and Betsy Simpson

1. Announcements
   - David Goldsmith, a former employee in Acquisitions who has been at North Carolina State University, will be visiting on Friday (4/14). He is doing an ARL internship currently. He will be meeting with the directors and then going on a tour through DLC, and possibly a tour of Library West.
   - A new group will be charged at the Director’s Meeting: Staff Workstation Group. This will somewhat parallel the Public Workstation Group. This group will be chaired by Erich. This will be a fairly short-lived group as the laundry list shouldn’t be too lengthy. The other members of this group include Trish Ruwell, Dan Reboussin, and Will Cheney.
   - A charge will be issued to the newly formed Disaster Emergency Preparedness Group as well. Cathy M. will be chairing this group. Current documentation will be revamped and made current. There is University documentation that will be taken into account as these documents are brought up to date by June (before Hurricane season begins).
   - FCLA computer money funds will be analyzed per Martha. Urgent computer requests (including workstations) may be made if needed.

2. Updates
   - Move Update was requested for being able to get move plans figured out. There is a meeting this morning. There is still no firm substantial completion date. The “goal” at this point is May 26th, it is unsure if this date can be met.
   - Budget: $854,058.56 in state allocation.
   - Workspace Assessment: Michele added content recently. This is in the end stages and should be completed soon. Martha asked that the conference room details be added, Michele agreed to do so as well as a staff room. Martha also asked that everyone go in to review the common areas. This can be done via email.
     - The question was raised as to how many administrative offices there would be and it was a general consensus that four offices would be sufficient since there is no real way to know how the organization will change in the short and long term. It was stated that the idea could be revisited at a more appropriate time once the facility was on the “list” for facilities and/or donor possibilities.
     - The question was raised if the building would be wireless-ready/capable and it was agreed that only certain areas would need to be so, not necessarily every area, as laptops will still be the main source of computer technology for the time being for staff.
   - Administrative Planning Calendar: There is a link on the staff website. Bill Covey is going to setup Outlook mailboxes that will invite misc. email groups so that it will go on people’s calendar rather than just be a mass email. Goals will be discussed at the next Library Council meeting, as well as the summer planning retreat.
There was question raised as to the timeframe of the goals, whether they are fiscal or calendar-based. The response was that they are based fiscally. It was suggested that rather than waiting until the annual statistics are gathered, that statistics be gathered on a monthly basis. This would also prove helpful in doing annual reviews and goals for individuals.

2006/2007 TS Initiatives (see email): This is a combination of things. One is trying to lay out for the planning and goals as well as transition to ensure coverage.

- There is a proposal on the table for DLC, to redefine to not only digitize but also integration of digital library issues including the web, knowledge-based stuff (SFX, etc.) It is felt that this proposed digital infrastructure is critical to the public face of providing service with digital resources.
  - The IR and Resource Navigation wouldn’t necessarily continue as a task force as thus charged and constituted.
  - An alternative for the database locator is in queue as well as a metasearch box that is portable.
  - The metalib implementation would shift to a Public Services function as they are the ones that will support it and have training over the summer. It will need to continue to be tweeked, but not a main task of TS. As of May, it should be mostly up-to-speed, and able to do a database locator replacement and cross database searching.
  - There was a question raised regarding whether redefining DLC training across the library would raise issues; the response was that certainly there will be issues. But there will need to be some mechanism that will counteract those issues.
  - Resource Navigation: There are items that are in the air such as single catalog database, web presence overhaul, aleph OPAC overhaul, and how would these things be accomplished. Jim Corry threw out the possibility of FCLA investing in Endeca or Primo and used that as an alternative interface for the public piece of Aleph. The initial response was generally positive, but this is still in the air.
  - There are a lot of these changes that are inter-related and will be difficult to assign duties.

- Verde: Not sure when the implementation would take place at this point, mainly due to the fact that it is not known yet whether we are going to be getting the newer/est version. Cost will be around $18,000, which is a deal with the state. The first year there would be four (institutions) that had this deal. The cost will not be the same each year.
  - Serials Solutions: This may be kept on for another year per Rich. He will be meeting with the company at the end of the month. The management of Serials Solutions will overlap with some of the Verde management. It was requested that a monthly update be reinstated. This would be a good question to ask at the meeting scheduled.

- Catalog Operations: This is an issue looking at whether it would be worth streamlining the databases within the state institutions. It may be possible to do our own version. Betsy is working on a draft that will be shared later and discussed on a smaller level before being brought to the whole group.
• Preservation Strategies: Florida Digital Archives. This is trying to articulate a direction that we are going with digitization. Right now there isn’t a policy stated, and the funding isn’t currently available. Discussion will need to occur with CM as well as John Ingram regarding budget and policy. The notion of saving the originals of scanned documentation is also mentioned and will need to be moving towards the digital copy being the “original” rather than have the duplication.

• Redefining the OPAC/Improved Aleph Report: fits along with the improved information gathering/reporting.

• Update on Metadata librarian position being filled: this was decided to be extended to the end of the month to gain more applicants that may be more suitable.

3. Discussion

• The question was raised if there has been discussion amongst the directors regarding coordination of the Management Information Gathering Report. The answer was that there has not yet been discussion. As it stands, Bill Covey is still sifting and sorting information out. There are Goals for next year being drafted. The Support Services Goal (1 of them) is about building a Management Information System that would allow people the personnel, equipment and supplies tracking needed. This will be an agenda item for the year. A group is not yet ready to be charged and is in the beginning stages.

• There was an article published in the Alligator (4/11) regarding the coming down of the breezeway between Library East and West. There was some discussion and concern about moving books without having any cover. There was also discussion about which door would be available for use of staff to enter with book carts.