

TCNJ Library Steering Committee
January 13, 2016

Present: Linda Dempf, Katy Ells (minutes), Maureen Gorman, Anthony Immordino (co-chair),
Taras Pavlovsky (co-chair)

Excused: Casey Facas, William Kates

- 1) Minutes from last meeting December 9, 2015 were approved with minor changes.
- 2) Steering Meeting Agenda edit moved by TP to add General Staff Meeting Agenda review by LSC as our first order of business. Agenda edit approved by LSC.
- 3) General Staff Meeting Agenda was approved by LSC as is. TP will give LD a detailed agenda for the General Staff Meeting minutes.
- 4) Proposal to issue a charge to the LBSC regarding the Library's food and drink policy was presented to LSC along with a rough draft of a charge drawn up by AI.
 - a. A new Food and Drink Policy Charge was discussed and edited as a group to reflect accurate dates, background, and proper verbiage to provide a detailed and clear charge to be sent to the LBSC.
 - b. The Food and Drink Policy Charge was approved by the LSC pending timeline dates to be clarified by AI as suggested by the LSC.
- 5) Discussion and review of current charges:
 - A) Social Media Presence (Step 3): Pending Dean's approval.
 - B) Discovery Tool (Step 2): Pending Dean's approval.
 - C) Noise in the Library (Step 2): The LBSC will be holding an open forum at today's General Staff Meeting to gather more feedback from stakeholders.
- 6) Review of Governance Issues Chart: The structure of "Status of Issues in Library Governance" was further discussed, which is on the library website and provides information on the stages of governance issues, as well as links to relevant documents.

It was agreed that The Final Recommendation Document will be linked in the “outcome” column with a notation of approved, rejected, or approved with changes.

Action item: Anthony and Taras will make these corrections on the governance chart based on these changes.

- 7) Announcements / New Business: Links to all updated Governance documents will be sent by AI to Amanda for the Governance Issue Chart.

Meeting Adjourned.