

Library Steering Committee  
October 20, 2014  
MINUTES

Present: K. Ells (presiding co-chair), M. Gorman (recorder), T. Pavlovsky, Y. Tosaka, J. Troiano (sitting in for S. Drozd). Absent: S. Drozd, J. Marks

Items IV.B, C, and D were added to the agenda.

III. Approval of minutes

Minutes of September 10, 2014, were approved with revisions. M. Gorman volunteered to take minutes for this meeting and do corrections for minutes of September 10.

IV. Old Business: Open Governance Issues

- A. Noise issue update: an open meeting for the campus community to discuss noise issues in the library has been scheduled for November 7.
- B. Reserving Group Study Room Policy: A memo from the Dean is forthcoming.
- C. IR: A memo from the Dean is forthcoming.
- D. Request to add another objective to Strategic Plan: A verbal response to the committee's September 4 request to add another strategic objective was given to the Strategic Planning Committee chair but the drafted email response was not sent. The written response will be sent today.

V. New Business

- A. Library Governance Website Organization: after some preliminary email discussion, the committee members present reviewed the library governance pages and made the following decisions:
  - a. On the library governance landing page <http://library.pages.tcnj.edu/library-governance/>, change the first link name from "Status of Issues in Governance, 2013-2014" to "Status of Issues Currently in Governance" and also remove date from the associated URL.
  - b. On the Status of Issues in Governance page <http://library.pages.tcnj.edu/library-governance/status-of-issues-in-governance-2013-2014/> label the table with the current year. Keep open issues and issues completed within the current fiscal year in the table. Completed issues will be moved to dated archive pages at the beginning of the next fiscal year.
  - c. Add a link for "Archives of Governance Issues" at the bottom of the library governance landing page <http://library.pages.tcnj.edu/library-governance/> and at the bottom of the Status of Issues in Governance page <http://library.pages.tcnj.edu/library-governance/status-of-issues-in-governance-2013-2014/>
- B. Social Media Plan: Y. Tosaka and M. Gorman will draft a charge to distribute to the LSC before its next meeting.
- C. Web-scale Discovery Tool: As the committee's meeting time was running out, consideration of this item was postponed until November 11 meeting.
- D. All Library Staff Meeting Agenda: Committee members agreed this item could be addressed via email.

The next meeting will be November 12, 2014.