

TCNJ Library Steering Committee
Draft Minutes - July 13, 2016

Present: Linda Dempf (minutes), Anthony Immordino (co-chair, presiding), Taras Pavlovsky (co-chair), Paula Rainey

Excused: Maureen Gorman

- 1) LSC minutes from June 8, 2016 were approved with corrections.
- 2) Anthony welcomed new LSC member Paula Rainey. Election results for other Committees were as follows:

Maurice Crawley was elected to the Library Building and Safety Committee

Lisa Roe was elected to the Library Strategic Planning Committee

Maureen Gorman was elected to another term on the Library Steering Committee

There was a brief discussion about election procedure. Anthony will look into Qualtrics form and make sure it is set up so a person can vote only once. It was agreed he will do this soon so it will be in place well before the next election cycle.

- 3) LSC Co-Chair for the 2016-2017 term
Anthony expressed interest in serving another year as co-chair of the Committee. Motion was made to approve, Committee was unanimous in favor of the motion and thanked Anthony for his continuing service as co-chair.
- 4) Discussion and review of current charges:
 - A) Social Media Presence (Step 3) pending approval by Dean
 - B) Noise in the Library (Step 3) under review, pending approval by Dean
 - C) Food and Drink Policy (Step 2). Paula reported that the LBSC is working on clarifications that the LSC requested, and they plan to hold open forums in the fall semester.
- 5) The July 13, 2016 General Staff Meeting Agenda was approved. Discussion included how to address the cleanliness of the staff lounge and ensure it is cleaned on a regular basis, since this is the responsibility of Library staff, and does not fall under duties of Building Services.
- 6) August LSC Meeting: There will be no August meeting, any urgent issues will be discussed via email.
- 7) Staff Picnic / Outing : Different options and past outings were discussed. August 19th was determined to be the best date for the outing. Paula will be organizing the outing with the help of volunteers. Anthony volunteered to help. At today's all-library staff meeting, Taras will ask for an additional volunteer to help plan and organize. The group will gather input from staff and organize the event.
- 8) Announcements / New Business – none
Meeting adjourned 1:20 p.m.