

## TCNJ Library Steering Committee

May 9, 2018 (Wednesday)

### Minutes

Present: A. Cowell (Co-Chair), M. Gorman, C. Mauro, T. Pavlovsky (Co-Chair), P. Rainey (minutes)

Excused: J. Corbo, A. Immordino

- 1) Review of Minutes From 4/11/18 LSC Meeting - These minutes were approved with minor corrections.
- 2) Status of Current Charges –
  - A) Food and Drink Policy (Step 3): Awaiting final decision from the Dean to accept, accept with revisions, or reject.
  - B) Group Study Room Reservation (Step 2): No status report submitted.
- 3) Discussion of suggested new issue –
  - A) LSC received a request to review the current library use policies, specifically focusing on unspoken/unwritten policies where library staff may need to enforce. Examples of three policies were given, and LSC decided to look at the College's policies on these issues and report the findings at the next meeting.
    - A.C. – Minors under a specific age being accompanied by a responsible adult.
    - M.G. – Soliciting, canvassing or marketing activities in the library.
    - P.R. – Photography and filming in the library without consent from the dean's office.
- 4) Migration of the listerv to Google groups was discussed.
- 5) Update on ongoing and upcoming elections:
  - A) Steering ballots for librarians and staff as a whole were distributed on May 7, 2018 with a voting deadline of Tuesday, May 15 at 5 pm.
  - B) After the election results are announced, a call for nominations for the other two governance committees will be emailed. Deadline for submissions will be Wednesday, May 23.
  - C) The election will begin on Tuesday May 29<sup>th</sup> (day after Memorial Day) with a voting deadline of Wednesday, June 5<sup>th</sup>. Election results will be announced on Thursday, June 7, 2018.
- 6) Review Library Governance Document – LSC members continued to edit the Governance Document on Google Drive in real time, and stopped at page 4 in the document.

Meeting adjourned at 11:53 am.