TCNJ Library Steering Committee
April 10, 2019
Minutes

Present: A. Cowell (Co-Chair), C. Mauro (Student Representative), M. Gorman, T. Hilliard (minutes taker)

Agenda approved

1. Review of the March 13, 2019, LSC Meeting Minutes:
   ● Action: minutes were approved with minor revisions.

2. Review of the April 10, 2019, General Staff Meeting Agenda
   ● Action: agenda items were discussed and approved.

3. Status of Current Charges:
   ● It was determined that there are no new issues.
   ● There are no updates on the following issue(s):
     o Outreach Committee proposal (Step 1): No changes or updates. A working group has been formed, but work has not yet begun.
     o Food & Drink Policy (Step 3): Awaiting final decision from the Dean to accept, accept with revisions, or reject.

4. Discussed upcoming governance elections. The following positions will need to be filled:
   ● Library Steering Committee: 1 librarian (Amanda), 1 staff (Anthony)
   ● Library Strategic Planning Committee (LSPC): 1 librarian (John), 1 staff (Larissa)
   ● Library Building and Safety Committee (LBSC): 1 librarian (Terrence)

LSC drafted the following election schedules:
   ● LSC Election:
     o April 22-30, 2019: Call for LSC nominations
     o May 1, 2019: Distribute ballot
     o May 9, 2019: Close voting

   ● LSP Election:
     o May 13-21, 2019: Call for LSP nominations
     o May 22, 2019: Distribute ballot
     o May 30, 2019: Close voting

   ● LBSC Election:
     o June 3 - 11, 2019: Call for LBSC nominations
     o June 12, 2019: Distribute ballot
     o June 20, 2019: Close voting
5. Reviewed the functionality of the “Status of Issues in Governance 2018-2019” webpage:
https://library.tcnj.edu/library-governance/status-of-issues-currently-in-governance/

- Hyperlinks and content were reviewed for accessibility, errors were noted.
- Amanda will make the necessary functionality revisions to the webpage.