

Library Steering Committee  
Agenda  
April 13, 2022

Present: Larissa Dillon (LD), Tabitha Hilliard (TH), Forrest Link (FL), David Murray (DM, co-chair), Michael Paoletta (MP; minutes), Taras Pavlovsky (TP, co-chair)

**1. Minutes**

1. Approved meeting minutes

**2. New Business**

1. Office Delivery: Pilot to service request.
  2. Needs more details such as:
    1. What is the need?
    2. How do you propose to fulfill this need?
    3. What were the results?
    4. Add more dates and progress
    5. Conclusion
  3. We will send it back to requestors with these suggestions in mind.
  4. Dean's proposed agenda for the staff-wide meeting.
    1. Covid adjustments
      1. Mask mandates
      2. Covid status
      3. Strategic planning
    2. 2 Step verification
      1. Send email
      2. Ensure you enable 2 step verification to avoid being locked up
    3. Budget updates
      1. State
      2. College
      3. Library
- 3. Old Business** Updates from library governance organizations or groups given their charge by the steering committee:
1. No old business to discuss at the time