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Library Staff Meeting : 1996 : 05 : 21

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STAFF MEETING
May 21, 1996

The next meeting will be Tuesday, June 18, 1996. The chair will be David Brodosi.

Jim: Jim informed the library staff about a workshop he attended at the Florida Records Center in Tallahassee. The focus of the workshop was what constitutes a public document, primarily on electronic mail. See Jim for handouts.

JJ: JJ announced that a synopsis of student's evaluations of faculty (St. Petersburg campus only) will be available at Reserves. The hard copies will still be available in the Dean's office. JJ will notify the staff when these items are received.

Lanny: Lanny stated that ten to fifteen minutes of every staff meeting will be set aside for presentations. It was also stated that due to scheduling problems future staff and librarians' meetings will be spaced further apart.

JJ: JJ notified the staff that Sarasota's due date may need to be overridden.

Lanny: New library news: The 3rd floor has been carpeted and the occupancy date is set for July 15th.

Ed: If you have any suggestions for naming the library's server see Ed.

The meeting was adjourned @ 2:50 pm.