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Library Staff Meeting : 1995 : 08 : 23

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**Staff Meeting
August 23, 1995**

The next meeting will Tuesday, September 19, 1995. The chair will be David Brodosi.

Circulation: Jackie J. announced that the library will closed on Labor Day : September 4. It was stated that students registered for the Fall, who have paid their fees will be able to borrow books. Circulation personnel can override students and senior citizens whose IDs have expired and create a patron record for new students entering USF. Jackie J. also stated that no old ids will be accepted for Reserve materials.

Lanny: Lanny reported that the Building Committee is working on equipment needs for the new library. Susan asked about a panic/emergency button for the circulation desk in the new building. The button will be used to alert employees to problems at the circulation desk. Lanny stated that he would discuss security needs for the new building with Bob Siwik.

Virginia: Virginia notified the staff that someone is leaving sexually explicit books and videos in the HQ section of the circulation stacks. Please keep a eye for these materials.

Barbara: Barbara announced that open enroll for health care benefits will be in October . Changes can be made electronically through a touch-tone phone. There will be a benefits fair September 27-28. Barbara also explained some details concerning The Family Medical Leave Act of 1993 (for more details see Barbara).

David: Dave announced that employees can have more than one family ID. The cost will still be \$10 for the first and \$25 for each additional ID. It was announced that because of studio work David will be in Tampa every Friday and on Mondays, Tuesdays and Thursdays there will be FEEDS classes in the studio. The AV department will also be getting a new person for 20 hours.

The meeting was adjourned at 3:00pm.