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Librarians' Meeting : 1997 : 07 : 08

Nelson Poynter Memorial Library.

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KUDOS: Lanny offered congratulations to Deb Henry for the publication of her article in the Spring issue of Journal of Criminal Justice Education, titled "Criminal Justice Resources On The Internet."

WINDOW BLINDS: Lanny announced that Jim Grant came around with two vendors who measured those locations in the Library that will have window blinds. Bidding for the job will take place soon.

NEW STAFF POSITIONS: No date has been mentioned so far as to when the Library will receive the new LTA positions; estimates range from fall to January.

LIBRARY SECURITY: Lanny has informed Physical Plant that the Library is concerned, for security reasons, about the loading platform door being left open, as it has been several times recently. He asked that anyone needing to enter or exit the Library through that door be reminded to secure the door every time.

BOOK DROP TRUCKS: Jackie asked about progress on the modification of the book return area; Physical Plant is working on a solution.

PARKING SPACES: In response to a question about reserved parking spaces for the night staff, Lanny said he would bring up the subject with the Dean again. A possible location might be the (apparently controversial) new spaces recently created outside the nearby Physical Plant building.

PRINTING REQUEST: Jerry reported that a faculty member approached AV, at the suggestion of Jeff Reisberg, Computer Center, to request that a full-text CD-ROM be copied in its entirety. The CD-ROM contained 4 books at approximately 250 pages each, which Reisberg said would "burn out their printers." With more and more of this type of CD-ROM being produced, this is a logical request, but one that the Library can't handle. Jerry said a possible solution would be to recommend some place like Kinko's.

LIGHTNING: A discussion followed Deb's expression of concern regarding what to do about use of computer equipment and elevators during lightning storms. No consensus was reached, though it was pointed out that the building has lightning arrestors and the computers have surge protectors. The elevators are equipped with a hydraulic safety feature that enables them to descend slowly to the first floor in the case of a power break.
**ELEVATOR PHONES:** The elevator emergency phones, presently nonfunctional, are in the process of being activated by Julius Colombo, Telecommunications.

**SECURITY SYSTEM:** Regarding the "security system to nowhere," efforts continue to contact the company, and David is looking into the possibility of adding some sort of audio alarm.

**MERIT REVIEW:** Kathy and Deb will be in Sarasota this Thursday for merit review guideline revisions.

**ALA:** Kathy reported on some of the sessions she attended at ALA recently. She said she discovered Tina is farther advanced with electronic serials than the program presenter on that subject. She got the most from a meeting planning a midwinter session on encyclopedias.

Lanny attended a session on disaster planning and will soon have handout material available. Stressed at the meeting was the need to have a plan and to be familiar enough with the manual to be able to handle situations which come up during off hours as well.

Deb asked Lanny and Kathy to give her information about the annual conference that she can include in the next Library Newsletter.

**NEW COMPUTER ACCESS:** Tina called for a plan for the function of the new computers, which will be set up opposite reference as soon as the tables arrive. It was agreed that these computers should not have open access. She will make up a blueprint and distribute it for comments and suggestions.

**VIEWING ROOM PROBLEM:** Jerry reported on the situation of a man who daily spends 15 hours or so in one of the viewing rooms in the Media Center. This man’s apparent lack of good personal hygiene habits has at least two unpleasant results: the custodial staff won’t even enter the room, much less clean it; and, even worse, students refuse to use the room that this man sits in all day. The Library has no specific policy to cover such a situation, but because it impacts use of the building, Lanny will ask Legal Counsel and others for advice. Jackie will follow up on information she heard about a public library policy which may address the problem.

**ROOM 218:** Jackie is looking for comments or suggestions in regard to the provisional policy she has made up for the outside-USF use of POY 218, Instruction Room. The Library plans to charge for its use by outside groups.
**WEB SITE:** Ed asked again for input to help restore the Web site. It was agreed to reconvene the Web Page Committee. Ed reported that he has upgraded the server to NT 4.0 and Exchange to NT 5.0. He will schedule a brown bag session on Exchange in the near future. Tina made the request to receive more advance notice, if possible, when the server is going to be down.

Next meeting will be Tuesday, **September 9** @ 2:00 p.m.