

Leadership Team Meeting Tuesday June 10, 2014, POY Conference Room

Present: Carol Hixson, Gary Austin, Marcela Estevez, Virginia Champion, Kaya vanBeynen, Deb Henry, Tina Neville, Tony Stamatoplos, James Schnur.

Regrets: David Brodosi, Patricia Pettijohn

Call to order at 2PM

Announcements

Marcela: Library specialist position has a decent pool so far, posting ends June 20th.

Carol: DL Director position posting ends August 1st. Applications are coming in, currently weeding out non-qualified applicants.

Carol: Zeynep and Carol are currently conducting a search for an administrative specialist position, which has been posted and the posting has ended. This position will be working closely with Zeynep to learn budgetary tasks associated with Distance Learning and the College use of DL funds. Secondary tasks will be to collect data on the use of the fund.

Virginia: Position search is going well, though one person took a job elsewhere (SPC). Will continue on paperwork.

Tina and Deb got their paper published, congrats to them on a great accomplishment.

Update from the Dean

Carol gave an update on the Budget committee.

Policies Review

Code of Conduct

Children in the Poynter Library

Brochure Updates (Kaya)

Undergraduate/general

Graduate

Faculty

Library Fundraising

Carol updated the group wish list to provide options for donors with different categories, general operations, collections or digital or print collections, furnishings, equipment, facilities. Currently donors can write a check and designate a fund or purpose to direct the donation. Carol requested to have a similar mechanism for the online process, to indicate how a donation should be spent. Progress will be shared soon, with the goal of having a process of giving. Want to test the idea of texting donations at events.

Other Business

Deb- The most recent list of scribes and chairs is on Google Drive. She reminded the group that if you have to make a change and not perform a prescribed duty, please be sure to find a substitute.

Adjourned at 3:50PM