

Library Council Meeting Minutes
February 4, 2008 at 3:15pm
Coe Library Classroom 115

Attending: Shane Broughton, Snehalata Huzurbazar, Ed Janak, Doug Smith, Krisztina Zajdo, Tawnya Plumber (Chair), and Emily Guier.

- I. Welcome and Introductions: Welcome completed by Tawnya Plumber, Chair.
- II. Budget Requests presented by Maggie Farrell.
 - a. Governor has recommended 50% or approximately \$9 million as a bi-annual budget.
 - b. The joint committee has met but no word on their recommendation. Hopefully the joint committee will recommend the same as the Governor.
 - c. The legislative session begins on February 11.
 - d. The revenue forecast for Wyoming is lower than anticipated but UW is still looking positive. Individuals may contact their legislators for further support.
- III. GWLA Funding Progress presented by Sara Williams.
 - a. The Collections Department has completed the spending of the one-time \$4 million appropriation.
 - b. The Collections Department invested in various media across the board including books and databases in order to create a stronger collection.
 - c. Sara Williams will have a more detailed list of spending for the next Library Council Meeting.
- IV. Journal Review presented by Sara Williams.
 - a. Until the FY09 budget is established, Sara Williams does not have a final budget allocation for journals and will not know until close to the end of the current fiscal year.
 - b. The Libraries are asking faculty to work together with a subject bibliographer and recommend journal subjects for a prioritized list of cancellations and additions.
 - c. A copy of the "Most Requested Journals" from Interlibrary Loan was provided and Sara Williams requests that faculty examine this list for suggested titles to add to the collection.
 - d. The deadline to add more journals will be **April 1, 2008** but faculty should consult with their bibliographer in early March to develop recommendations.
- V. Construction Update presented by Sandy Barstow.
 - a. Sandy Barstow presented the library homepage link that provides construction updates: <http://digitalcollections.uwyo.edu/blogs/ILLC/>.
 - b. These areas of the construction process have now been completed:
 - i. Plumbing
 - ii. Sewer
 - iii. Electrical wiring tying the old and new additions together
 - iv. Digging around the foundation
 - v. Installing metal panels enabling the construction crew to pour concrete and foundation.
 - vi. On 4th and 5th floors the steel framing has been installed where tech services, systems and the staff lounge will be.

- c. Areas that will be evolving over the next month: the area past the basement, the new elevator and how to stabilize it.
 - d. Ann Borsheim, an interior designer, will arrive Thursday and Friday (**February 7 and 8, 2008**) to determine the needs for furniture and will return with suggestions and examples.
 - e. Bill Overton was given the presentation and will talk with Ann Borsheim to assist in designing the shelving layout allowing UW to buy all new shelving.
 - f. At the end of April 2008, collections should be able to start moving to the 4th floor.
 - g. Sandy Barstow discussed other website features such as the Live Cam, floor plans, project timeline, project images and photographs, and blog.
 - h. Maggie Farrell asked if there have been any frustrations or comments by faculty, staff or students due to the construction and it was stated that there have been none and that *RequestIt* has been helping.
 - i. Starting in the summer 2008, the collection will be moving according to where it fits and it may be out of order. Faculty and staff are encouraged to help students by referring students to the Library Administration office or to the website.
 - j. Lori Phillips commented that at some point the main floor may need to be used for storage and it may reduce the amount of study space available and that some students may be inconvenienced.
- VI. Building Campaign presented by Staci Johnson.
- a. Staci Johnson spoke of how she began working with the library in June and how she enjoys being here. She also mentioned how she has spoken to a donor this morning who was amazed at the changes with the building.
 - b. Staci Johnson passed around a rough draft of the Coe Library Campaign for the Library Council to review. She said the draft will be ready later this semester.
 - c. Staci Johnson stated the next objective will be to enhance the building and she is hoping for new donors to contribute to the goals of the Libraries.
- VII. Academic Planning presented by Lori Phillips.
- a. Lori Phillips discussed academic planning and how it is the blueprint for many developments within the Libraries.
 - b. In December 2007, during the department retreat they were brainstorming for academic planning and made a list of discussions to connect work that the library does with the university's goals.
 - c. In January 2008, staffing discussed the internal process of central management, and discussed strategies.
 - d. Thursday, February 14, results to the following questions will be compared and discussed before the Friday, **February 15, 2008** deadline:
 - i. Facilities – Where we are and where we are going?
 - ii. Collections – Where we are and where could we improve?
 - iii. Digital collections and fleshing out the goals for it.
 - iv. The future of technology – How does it relate to the library and the mix of software?
 - v. Role of the academic libraries on campus – How can we improve creating collections instead of just collecting?
 - vi. The changing role of librarians due to libraries being more integrated in education – Will the work change?

- e. The Strategic Plan will be created after the Academic Plan is complete. The Strategic Plan will act as a roadmap for the next 5 years to be used as a working document. This plan will include:
 - i. New changes with the facility.
 - ii. New changes with collections.
 - iii. How to continue forward thinking with the libraries.
 - iv. Ways to increase the value of the libraries on campus and make the libraries better than in the past.
- VIII. Other Topics
- a. Reminder of the Author Luncheon on **April 17, 2008** with Dr. William T. Close at the Hilton Inn from 12pm to 2:30pm. Dr. Close will be discussing his recently published book "Beyond the Storm," an account of his 16 years of practicing medicine in the Congo.

Library Council Meeting was adjourned on February 4, 2008 at 4:05pm.