

Minutes of the Library Council Meeting  
February 3, 2014

W.R. Coe Library  
Special Collections  
Coe 309

Present: JoAnne Poblete, Brenda Alexander, Deb Person, Michelle Jarman, Bob Sprague, Anne Marie Lane, Erin Campbell-Stone, Cindy Moore, Kaijsa Calkins, Sean Collins, Harry Whitlock, Kelly Visnak, Lori Phillips, Birgit Burke, Maggie Farrell, Shannon Tharp, Bill Van Arsdale, Tamsen Hert, Jason Hendryx for Andrea Burrows

The meeting was called to order at 3:15 p.m. Maggie Farrell gave a welcome and an introduction to Special Collections. Maggie Farrell welcomed the council, and introduced herself. Attendees then introduced themselves. Maggie added that the final meeting for this academic year will be in March and we will need to select a chair for the next year at that meeting.

#### AGENDA ITEMS

Special Collections Overview (Tamsen Hert, Head of Special Collections) Tamsen gave an introduction to and an overview of the Chisum Special Collections. The Heberd Special Collections, the Canoso Miniature Book Collection, Sonja Meyer's historical Clothing collection, the Cheramy Native American Collection, the Wool Collection, and the general special collections. They are currently working through the Dr. Beetle book collection, 90 boxes of books from Ag, and several other collections, including the S.H. Knight collection. Another significant part of their collection is maps.

Wool Collection Overview (Tamsen Hert, Head of Special Collections) Tamsen then gave an in-depth review of the Wool Collection. A student employee, Carly-Ann Anderson, has been working with several of our librarians, Kelly Visnak, Janis Leath, and Tami Morse to curate the collection. They are doing a history of the lab, including oral histories, and collecting photographs and other information pertaining to the lab. They are also involved in digitizing the ag bulletins. They are getting the word out, giving presentations and seeking grants. Lori explained how the collection came to the Libraries as an example of how we are able to jump on an opportunity and use it to build a meaningful addition to the Libraries' collections. A video has been made of the steam powered wool scouring machine in collaboration with Ag Extension that will be in the WSyR for future viewing. There was a discussion of potential uses for the collection.

Storage Report (Bill Van Arsdale, Head of Access Services) Bill Van Arsdale and Sandy Barstow prepared a handout and Bill presented it. The question of a storage facility is tied to an item in UP3. Coe is 60.4% of capacity right now and planning for growth of 2% per year. At 75% of capacity, a library is considered "full." We have calculated that Coe will reach 75% capacity by 2021 and we will need a storage facility by 2026. A potential challenge to this due

date is the chance that we will lose the Library Annex, currently storing our bound journals, for another use as it is prime space on campus. The projections for our storage needs includes growth space in storage. Alternate time projections for when we will need a storage space include the potential for changing the footprint at Coe to create more space for studying and other purposes. Bill discussed a number of collections that could be moved out of the library. Triggers that may cause us to need a storage facility; 1) someone commandeers the annex space; 2) we get to 75% capacity; or 3) we change how we use out current space. There was a question about digital collections and how that will change our use/need for space. We buy a lot of eBooks but we still buy a lot of print books. We are also adding a lot of “gift” books, books that are collections given by retiring faculty, etc., that are unique and not available on-line. There was a question about what journals we keep and which we digitize or get as electronic copies. There are a lot of exceptions to the rule that everything is on-line. Another aspect of building a storage facility for the library is the need of other entities on campus (law, AHC, etc.) for more storage space. There will be many more discussions on this.

Photo Copiers (Bill Van Arsdale, Head of Access Services) Bill presented our options for photocopiers and gave some background on the cost of running them and the amount of money they bring in. Instead of a photocopier, we now have a scanning station. We eliminated two other photocopiers in department areas. There is no charge to use the scanner and it is available to students, faculty, staff and the general public. It is separate from the University photocopier account.

Streaming Video (Sandy Barstow, Head of Collection Development) Sandy provided a handout and explained our media services and collections, specifically focusing on our streaming video. One reason for streaming video is for materials that are heavily used by classes. She described the different collections and the different ways you can use them. Sandy also noted that we can get streaming rights for individual DVDs if we are given enough notice, at least a semester. The reason you might prefer streaming is for off campus students or so that students can access the video without coming to class. Streaming access also precludes physical videos being unavailable because a patron has lost or damaged them. We get educational rights, not public rights. Lori mentioned that the process is very complicated and we partner with Library IT and the Alliance to provide the streaming, and with UW Legal and the Outreach School as well. Sandy urged people to spend some time exploring our new collections.

News for the good of the order: Lori reminded everyone about a survey she sent to the council in January. Lori will resend the e-mail.

Erin Campbell-Stone, Library Chair, adjourned the meeting at 4:51. Our next meeting is March 10, 2013.