Present: Barbara Grindstaff, Chet Derry, Charles Malone, Haley Hickenbottom, Linda Wade (attending for Hunt Dunlap), Jeanne Stierman, Jeff Matlak, Jeff Hancks, Julie Hannen, Krista Bowers Sharpe, Mary Day, Michael Lorenzen, Tom Finley (by phone), Sean Cordes

1. Transferring library materials from VHS to DVD
The question has come up several times on both campuses when professors wish to use a movie in class, but no longer have VHS players in the classroom. Tom had asked Linda W. if a movie could be copied for class use. The movie is available on DVD for a multiple use fee of $295.00 or an individual copy for $29.00. The library could not legally copy the movie to DVD and use it unless it was NOT available on DVD. The Dean noted for items not available on DVD a copy could be made and that both copies could not circulate at the same time. Libraries are allowed to make preservation copies and copy 30% of the movie. Discussion continued for alternative options for class use including: video streaming services, purchasing the DVD, or purchasing $65.00 VHS player.

2. Dismantling 60th Street Library
Tom brought up the issue of returning shelving and furniture to the Macomb campus that has been left in the old library. The circulation desk has been spoken for, but still needs to be dismantled. Who will pay to have the items moved back to Macomb? The library could be responsible for its items, however, other departments have left behind furniture too. There is no urgency to move the furnishings. The Dean said he would speak to Provost Hawkins on this matter.

3. Library Copiers (FY16)
The library has received notice that it will not be included in the photocopy bid for public copiers. DPS will no longer maintain any public copiers campus-wide. One public copier that we will have will be located on the 2nd floor as it is the current location that gets the most use. The library will need to maintain it (i.e manage the coin op, etc.). Staff copiers will also be affected as the majority are below the current minimum levels, but we don’t know how yet. The library copiers are below the minimum standard for usage. Nothing has been decided on how the branch copiers will be affected. Purchasing scanners and utilizing document delivery was discussed as a possible replacements for copiers. Additionally, digitization has a 24 hour delivery time for document delivery.

4. Reschedule (or cancel) October 30th meeting
The Dean will be at a CARLI meeting on the 30th and the DAC Meeting is canceled, but may be called if something comes up.

5. Round Robin
Michael- reported it was likely a new student printing policy would be proposed which would include a quota and there would be a charge after a student reached that limit. A student led green initiative is requesting the quotas and the library has provided stats to them. Also, he was surprised to learn other schools charge for all printing without quotas. It was noted faculty have been limited in their printing and are coming to the library to print. Mention was given to the fact that faculty tell their students to print at the library.

Chuck- reported that grad assistants are working out well.

Barb- The curriculum library had a successful book sale making over $1000 and hopes to have another sale next fall. She thanked everyone for the cards when her father passed away.
Jeff H.- The murals restoration in Sherman is almost complete. He is working on a lecture and said that Kathy has been out of the office since she fractured her pelvis.

Chet- Jason will be gone for 4 weeks and computer services is shorthanded. He is working to have a new position added. The ghost problem has not been fixed yet.

Krista- reported it has been good to have the extra help from GovPubs at the reference desk. Mold was found in the collection. Reference is working to create new database sessions open to staff and new employees to help communicate the various resources everyone is using.

Sean- The changes in LibGuides are definitely improvements and not hard to use. Had 35 people attend the genealogy event and noted that patrons like to attend sessions that are about themselves - something to think about when working on new events.

Linda- Two new collections have been added to the digital library: Electric Power from the Mississippi River which is a set of 10 volumes about the building of the Keokuk dam and the Irvin Willman collection. Irvin was a WW I & II veteran from Monmouth.

June- Access is making progress on moving materials from 2nd to 3rd. The shelving is partially up in the 2nd floor storage area. Mold was found on 3rd and 4th floors.

Jeff M.- reported he had sent out links and passwords to state databases. They can be shared, but not advertised. He noted that the databases aren’t as good as they use to be.

Haley- Greg is working on the fall book sale and catalogers are still working on music recitals. Old standing orders are being reviewed.

Mary- reminds everyone that the loading dock area will be closed 10/10/2014 to allow the delivery of materials to wrap the tower (Phase 1) and fix the library roof (Phase 2). These projects should fix leaks on the 6th floor. Bill Thompson’s office will be in the 4th floor development office. The new development officer will move into Tammy’s old office.

Jeanne- reported the outreach librarian search committee has made their recommendation to the Dean.