

## **DAC Minutes**

8 Sept 2017

MLK Room

8:30am

**Present:** Chuck, Michael, Hunt, Chet, Jeanne, Greg, BillC, Jose (GA Guest), Jason, Lora, Krista, Tom (phone), Jeff.

### **1) Last Copy (Non-Print) Program**

Jeff Matlak reviewed Elizabeth Clarage's recent message from CARLI: "Would your library be willing to accept and retain non-print materials for the CARLI Last Copy Program? The CARLI Last Copy Program has accepted last copy of monographs for several years now with over 2100 submissions during FY17. In response to questions about expanding the program, CARLI is asking members if they would be willing to accept non-print last copy materials into their collections. If you are willing to accept non-print materials as last copies, please send a message to Elizabeth Clarage ([clarage@uillinois.edu](mailto:clarage@uillinois.edu)). Reviewing submissions does not mean that your institution must accept an item. Your institution may identify the types of materials that it would be willing to review and retain as the last copy for the consortium. Possible formats: VHS Tape, Beta Tape, Videodisc, DVD, Blu-Ray, Microfilm, Microfiche, Microcard, LPs (musical or spoken word), Cassette Tape (musical or spoken word), Compact Discs, 8-Track, Other – please identify. Requirements for the institution that accepts an item as a Last Copy: Modified from the Last Copy Program website (<https://www.carli.illinois.edu/products-services/collections-management/last-copy-project>): All donated material becomes the property of ACCEPTING LIBRARY upon shipment to them. Unless the donated item meets criteria for addition to the Rare Book Library/Collection, ACCEPTING LIBRARY will add item to circulating collections with a note in the record indicating that they are part of the "CARLI Last Copy Program." Items will be available for borrowing. The ACCEPTING LIBRARY may also choose to keep the materials in long-term storage, add the materials to the regular collection, digitize the materials, etc. Donated materials that must be removed from the ACCEPTING LIBRARY collection will be offered to other research libraries, and to the original donor library before being destroyed."

### **2) LSA Viability**

Discussed Lib. Admin's concerns about diminishing employee participation in the Library Staff Association, increasing burden falling on members who must organize/throw LSA party events, etc. Suggestion: disband LSA and make all employees responsible for Student Apprec. Party & Holiday Party. Questions: who handles retirement parties? who gathers collections for gifts? who sends bereavement cards? who cleans/maintains staff refrigerator? Questions referred to LSA for discussion.

### **3) Round Robin**

- Michael: The library's acute personnel needs are being articulated to Provost; focusing on Archivist and Web Specialist positions.
- Jose (GA, Reference): celloist, conducting Bernstein's operatic "Trouble in Tahiti" on Nov 10 at WIU < <https://leonardbernstein.com/works/view/32/trouble-in-tahiti> >
- Jeff: noted unfavorable trend of "book dumps" gifted at rear delivery door (some good, most not). Intervention Plan: 1) Pass the word to "Phone Us 1st!" 2) TeleStars

messaging "Phone Us 1st!" 3) Signage: "Thou shalt not dump... Phone Us 1st!...et al". Michael directed investigation of potential wireless doorbell acquisition (Krista recalled a past Internal Auditor directive to keep door closed; anecdotal reports of various "wanderings" through open passage).

- Greg: Doug Endres (former student worker) began Access Services employment this week, training underway, adjusting well.
- BillC: Seeking to fill a recently opened IRAD intern position; cleaning/storage continues; discussing item digitization priorities with InfoSys/Digitization.
- Lora: three research carrels currently remain; Graham Student Worker Scholarship applications due Oct. 15; Michael noted essay quality is frequently a determinative award factor --- encourage your student worker essayists to essay!
- Krista: GAs performing well, learning quickly; retro training of student worker underway (likes typewriters!).

Earnestly submitted, ihd