

5-6-1998

## Library Staff Meeting : 1998 : 05 : 06

Nelson Poynter Memorial Library.

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## Staff Meeting Notes

May 6, 1998

2:00 PM

### Power

After it was discovered that the emergency generators do not come on until 15 seconds after the power has gone out Lanny did some checking to see what was going on. He found out that the generators are programmed by the Fire Marshall. The fifteen second delay is set to make sure that it is not one of the infamous 2-3 second Florida power surges. Jan pointed out that the Exit lights did not come on, either. This seems unusual since normally the exit signs are battery operated. Lanny will do more checking to see why the signs went off.

### Locks

After numerous complaints from several departments Lanny has suggested we call Physical Plant to use graphite on all of the locks in the building.

### SPJC

Lanny announced that a 20 point discussion draft has been written. A final draft will be presented to St. Petersburg Junior College at the end of this month. Two of the points include:

\*Extra or unusual library supplies [not bought by USF] to support SPJC students will be bought by SPJC.

\*Ultimate fiscal responsibility for materials damaged by SPJC students belongs to SPJC.

### Circ Committee

The Circulation Committee starts interviewing to fill the Circulation position on May 7<sup>th</sup>. Out of the 8 applications they have received they have selected four to interview.

## Task Force

Lanny announced that the Task Force Committee plans to implement their changes to the Library systems at USF by October. He said that at the last meeting the Sarasota, St. Petersburg, and Tampa campus libraries were represented, as was the Library School.

The committee has agreed to allow the librarians to give their responses to the 7 points put forth to the committee by the provost. This meeting is to take place on May 19<sup>th</sup>. Some of these points include:

- \*Do we fund the library well enough?
- \*What is the best way to operate the libraries?

## Tech Services

The library staff and faculty wish Signe a wonderful trip as she prepares to jet off to Japan for 9 days. In her absence Tina will take charge of Technical Services. Signe will be back for one week in June and will have e-mail access for part of the time during the summer.

## Computers

Ed has announced that we have upgraded our Solarus, Netscape, and Pearl systems. There is still a lot of work to be done on the CD-ROM network. Ed will possibly shut down the horseshoe to do the upgrades sometime soon.

## Odds and Ends

Exposer... A large black male, 5 foot 9 inches in height and approximately 200 pounds, has been following female students. There have been two complaints from patrons at the library. In the first instance he followed one woman to the stacks and stared at her. In another, he exposed himself. Jerry has seen him on Mondays near the microforms and in the QA section of the library. Ed has also been keeping an eye open for him on Tuesdays. In addition to the physical description he has been described as wearing a red

baseball cap and looking out of place in the library. He does not carry books or a backpack. If you see him contact campus police immediately.

Lanny will be on vacation from June 8 through the 22<sup>nd</sup>.

Deb is also preparing to send out her newsletter next week.

Barbara announced that Betty Castor will be on campus next Monday and Tuesday for a Conference and reminds us to be on our good behavior just in case she decides to stop in at the library!

Lanny will announce the next staff meeting at a later time.