

Cornell University Library

Library Management Team

Notes from the September 1, 1998 Meeting

Attending: *Ross Atkinson*, Lee Cartmill, Jerry Caswell, David Corson, Pat Court, Janet McCue, John Saylor, Sarah Thomas, Ed Weissman

1) Upcoming visits

Friday, September 11: Three librarians/scientists from Germany will be visiting to learn about our current digital initiatives and future plans. They will meet with Jerry, Tim Lynch, Carmen Blankinship (Uris e-reserves), Janet McCue and staff in Mann, Carl Lagoze, Anne Kenney, Tom, and Peter Hirtle.

Tuesday, September 15: Geoff Freeman and Carol Wedge from Shepley Bullfinch Richardson and Abbott (SBRA) will be on campus to discuss options in designs for library/computer lab operations, such as we have talked about for the residences on North campus, the Fiske Room or cocktail lounge in Uris, Engineering, and Mann. SBRA will look at the potential sites in Uris, hear discussion from us about our vision of the facility, and describe to us some buildings or spaces they have designed for libraries and other institutions. We discussed plans for the day's events. Ed and David are drawing up the agenda. John Saylor reported on the status of the facility in the Engineering Library. The space on the second floor of the library has been cleared and the final drawings have been completed. The facility is scheduled to open by the start of the spring semester. John is the administrator. Two FTE will handle operations.

Tuesday, September 22: Paul Mosher, the Vice-Provost and Director of Libraries at the University of Pennsylvania will visit the Library. He will make a presentation at a specially scheduled Academic Assembly meeting from 10:30 a.m.-noon and tour the new ILR and Management libraries before meeting with LMT from 2:30 p.m.-3:30 p.m.

2) Representation of the Library's Administrative/Organizational Structure in the Library Gateway

We discussed a draft Web page representing the Library's administrative/organizational structure. This will be incorporated into the redesigned "About CU Library" page on the Gateway. Jerry will incorporate our suggestions and distribute a revised page for additional comments.

3) Borrowing Privileges

Ross reported on several instances in which he has waived the \$250/year fee that allows unaffiliated library users to get a card and borrow books. (Statutory units provide a borrowers card on request to any New York State citizen. This allows the card holder to borrow books from any of the statutory collections.) We discussed the circumstances surrounding the waivers and agreed that they were certainly justified. We also confirmed that so-called affiliated staff (e.g., Boyce Thompson, University Press, CFCU, USDA) should have the same access privileges as other regular Library users. As the University's lifelong learning initiative progresses, we will

have to reexamine our unaffiliated users borrowing privileges policies but we did not feel that this action was critical now.

4) Distribution of LMT Agendas on CU-LIB We discussed the suggestion that we distribute the LMT agendas on CU-LIB prior to the meeting dates but decided not to do so. The reason given in support of this suggestion is that it would allow staff to provide feedback on issues prior to our discussion. On the other hand, sensitive issues that might require more contextual information or that are not appropriate for broad distribution would have to be left off the agenda document. LMT members may, of course, at their discretion continue to redistribute the agendas or specific agenda items with appropriate context to staff in their areas of responsibility. Meeting notes will continue to be distributed on CU-LIB shortly after the meetings and issues can be revisited based on feedback from staff.

Presented by: Edward Weissman
Assistant to the University Librarian