

**Nov. 5, 2018. 11am-12pm, Library Meeting Room.**

Absent were: Mary, Tim, and Gary - everyone else was there, so...

Present: David Freistroffer, Frank Sawyer, Mike Elbert, Greg Molyneux

Eric Walsh, Kathi Griffis

1. Approval of last minutes from last meeting.

Approved with the following amendments:

- Scott was here last meeting
- The meeting started at 11:03am, not 10:03am

2. Continue review of budget

- EBSCO gives access through State Govt to some databases. That's why you see many EBSCO w/o an invoice.
- The budget is spent and planned for the year.
- Newsbank is in the process of deletion.
- We discussed EasyProxy access.
- We unanimously agree that we have adequately reviewed the budget.

3. Library faculty reports

- The California Trail interpretive collection is getting on the shelves. This requires processing and concomitant funding.
- Hiring is in process for the open library positions.

4. GBC Policy 3.10 (Library Policy) was discussed

- The Official GBC policy is outdated.
- There exists an unofficial policy that contains many very useful elements. It is used to be on the library website, but is currently hidden. An accreditation team looked at this policy years ago and said it was good.
- We should forward the URL to this website to the committee and have the committee read 3.10 and, based on what the committee see, decide how to rewrite the Official 3.10 GBC library policy. To commit to this should be a future action item.

5. Discussion of the consultant's report

- Eric is meeting with tony this Friday to discuss the towers and other items such as a diaper change station MCML and breakout rooms in the library.
- Section 2 of the report: items 1-3 were already thoroughly discussed.
- More on section 2
  - (#4) Specific OERs (Open Educational Resources) have webpages, sometimes this is faculty specific. The library could be a specific repository in some cases - similar to a reserve system.
  - (#5) Discounts for materials and supplies. This was being done to some extent by Christina. Done in part, but not established as a regular practice
  - (#6): INNOPAC/Sierra. Eric explained INNOPAC/Sierra. We are working on "pre-loading" which was specifically asked about at the bottom of this section. We are doing the functions found here by PeopleSoft and the current library management system.
  - (6) Virtual Humanities Center. The library staff is currently working on cataloging the VHC collection.
- As time was running short we decided to work on the next section on "2. Staffing" in a future meeting (labelled redundantly as #2?)

6. We discussed future meeting times. It would be difficult for us to change for this semester. But Friday afternoons starting next semester seem to be a good time for everyone. We should confirm this and set a time.

---\_David