



February 13, 2013 Ferris Library Advisory Council Meeting Minutes

Chairperson: Scott Garrison

Present: Scott Garrison, Leah Monger, Rick Bearden, Josie VanAvery, Randall Schroeder, Lyle Mourer Jr., David Scott, Kristy Motz

Topics

Proposed Schedule for Library Operation for the 2013-2014 Academic Year

Lyle submitted the new calendar for review. He noted the general schedule is basically the same this year as the previous year particularly near the holiday breaks.

Randall noted the extended hours are not the same right after break due to lack of attendance. Sometimes there are requests for later hours but the use is not necessarily heavy at those times.

Leah noted the custodian had to open the extended hours for students who needed to use the court after hours around the recess.

Randall also noted it is a staffing issue to be open at later hours and that might not be feasible comparing usage to the financial resources needed.

Randall requested the council to review the schedule and give any responses by next week Friday, 2/22/13.

Aeron Chairs in FLITE

Scott noted that there are chairs that have removed arms on the floor. Some of them were broken and some of them were removed prematurely to prevent breakage. He has directed Terry not to remove any arms unless they are broken. He doesn't want the chairs inconsistent on the floor nor does he want the arms deliberately removed.

Terry Pitts will repair broken chairs as needed with parts in storage.

Scott also noted that due to the warranty on the chairs purchased by Herman Miller we received our last group of spare parts and those parts will no longer be available. He stated that we do have enough parts for the chairs on the floor.

Scott mentioned that the chairs in Rankin will need a temporary home during the building renovation so he suggested to Mark Schuelke that those chairs could possibly be brought to FLITE.

Action: Terry will be repairing the broken chairs.

Node Seating

Scott noted that he received a quote from Karen Simmon for the seating and would like those placed in rooms 133 and 135. The cost would be approximately \$10,000. There is also an option to have folding tables that stack against the wall. The seating capacity in room 133 increases from 20 to 30. The chairs come in two different styles and are on five casters, have a place for the backpack, and a small laptop table.

Lyle previously discussed with Scott the idea of allowing for shared work surfaces or do we want to add lightweight tables to the order.

David suggested a couple of tables should be ordered for the option of displays or even catering.

After discussion, it was decided to purchase 30 Node seats.

Kristy suggested that we try one room (FLT 133) on a trial basis and the group concurred.

Scott noted we need to order 30 Node chairs with personal work surfaces and two collapsible tables on casters for small groups and only supply room 133 for the current time.

Action: Scott will place the order with Karen Simmon.

BRCL Temporary Relocation

Scott discussed his meeting with Jerry Scoby and Miles Postema and Steve Sobers.

He also noted discussing the temporary move to the Academic Senate. At that time he had a question and answer session. Scott asked for concerns from the council and opinions and concerns discussed were as follows:

- Rick suggested that FLITE purchase the project management software called “Smart Sheet” to help with the relocation of the BRCL.
- Scott noted that we will continue to move forward but we still have to address many issues.
- Scott will send updates via emails.
- Scott needs to engage the building partners, technology committee, admin. group, students, deans’ council, and faculty.

The link below will detail some issues and concerns.

http://www.ferris.edu/library/dean/brcl_relocation.pdf

Wish List

Kim Wilbur contacted the deans for their wish list to be purchased out of a one-time distribution. This list is needed by Friday, February 15, 2013.

Scott asked the group as to what they would like on the list.

After hearing the budget amounts within FLITE, Rick suggested that we pass this year.

Scott was inclined to agree with him because digital signage is still in the works, there is no out of pocket for the café,

Scott inquired as to where we should place the lockers that are going to be displaced due to the café. It was decided to place them near the 140 suite.

Flat Panel Screen – 410C

Scott requested that we pursue a flat panel screen in this room.

Rick will research opportunities with Mike Johnson.

Loaner laptop replacement

Rick noted that the 13 laptops at the Circulation desk are due to be replaced. He and Rod will research and pursue purchasing those for FLITE.

Scott asked that we just follow Technology standards.

Other Business/Roundtable

Rick noted he had some items that need to be replaced, storage space needs to be increased

Melinda noted that the dumbwaiter will finally be repaired. Melinda also noted thanks to Dean Garrison.

Adjourned @ 2:55.

Next Meeting
March 20, 2013, 2:00-3:00 p.m.