

APPROVED
Statewide Storage Task Force Agenda
Minutes
Monday, March 8, 2010
10:00 am – 11:30 am
Conference Call

Members Attending: Emmett Denny (FAMU), Maris Hayaski (FAU), Rita Cauce (FIU), Dan Schoonover (FSU), Frank Allen (UCF), Cathy Martyniak (UF), Marilyn Burke (USF), John Martin (UF-Health), John Renaud (Miami), Pat Profeta (Colleges), Robb Waltner (UNF), Jean Phillips (FCLA) John Martin (UF-HSCL)

John Martin is a new member who works at the University of Florida at the Health Science Center Library.

I Review and Approve February Minutes

Minutes were approved.

II JSTOR Inventory

- UF only inventory of 300 titles that was distributed last month: Questions? How is it going?
 - Spreadsheet is on the Wiki
- Latest re: FSU filling in UF gaps
- Once UF & FSU coverage determined for those 300, how best to fill any remaining gaps?
 - Marilyn says they are looking at the list, and will get with Cathy once they have had a chance to review it properly.
 - Frank updates that at UCF they have completed their first pull of journal materials & is now located in Iron Mountain. They will be consulting our list for any additional pulls.

III Development of recommended language for Memorandums of Understanding (MOUs) to document CSUL members' agreements for permanent storage

Cathy went over the MOU like sample documents that are now posted on the wiki for review by all the members. Cathy suggested that the documents are split up between the different members for review to get back together at a later date to discuss the details of each document. The group discussed how this could be accomplished:

- Spreadsheet (covering what each document covered)
- How do we compare & what should we be looking for? (i.e. hours of operation, etc.)

- Find MOU's that mirror our situation
- Review old documents created by group when Ben was the leader and maybe move to the wiki
- Sub-Group: Dan, Merilyn, Cathy, Robb, Jonathan (possible, will discuss with Cathy), Maris

IV Microfilm

Do we want to have the same policy as we do for books for Microfilm?

Concern about condition was noted. We need to make sure that the condition is satisfactory. **ACTION ITEM FOR THE JUNE CSUL** meeting = No "vinegar syndrome" microfilm shall be allowed in the facility. Vote was unanimous. Single copy idea will be put on the April agenda for further discussion.

V Review of current policy document

Discuss in April.

VI Wrap-up, scheduling

- Next meeting, April 12th