

FINAL
Statewide Storage Task Force (SSTF)
Minutes
Monday, June 14, 2010
10:00 am – 11:30 am
Conference Call

I Members Attending: Cathy Martyniak (UF), Judy Russell (UF), Jennifer Kuntz (FCLA), Jonathan Miller (ICUF), Robb Waltner (UNF), Maris Hayashi (FAU), Rita Cauce (FIU), Hang Soohoo (UF), Dan Schoonover (FSU) , Amanda Ziegler (UWF)

II Review & Approval of May Minutes

Rita pointed out a typo on page number two, section #5: "Florida Facility". Cathy is going to fix & post it.

III High density facility funding update

There was a meeting scheduled between UF Construction staff and Library staff re: funding for new facility but it had to be cancelled. Meeting has not been rescheduled yet. We need to find out what's allowable, which will be discussed in the meeting once it is rescheduled. UF hopes to have more information at the July meeting to report.

IV Update from CSUL regarding our action items – Judy

Judy updated the group on the action items presented to CSUL last week (no push backs of any issues that were presented):

- Vinegar Syndrome-approved
- Modification to journal lending policy-approved
- MOU-approved in concept (going through UF Legal Council to get some formatting and legal language changes)

Judy asked Cathy to make the illustrations that she presented to CSUL into a power point to share with the group. The presentation shows interior of ALF now and the interior of a typical high density facility so they can see the difference between the two. Also she showed a plat map that shows the plot of land that the facility resides to show future planning. She also shared conceptual drawings the contractor provided. We have a preliminary name. They are interested in putting a green roof on top of the building and a water run-off area which will sustain the vegetation of the roof. The University of Miami has shown an interest in signing on and they would bring with them about 17,000 FTE and they have 30 years of bound journals that are already inventoried and ready to be shipped over.

V Course Reserves (CR) – Rob

Currently the approved policy for the facility indicates that the loan period for a monograph is two months and in the very rare case that a bound journal needs to be circulated it can be out for two weeks (In building use only). Cathy has done some research regarding how much material is coming out of the UF facility for course reserves each semester. In our main library we show about 20-40 books coming out of storage for CR per semester. The potential plan at UF is to just re-class these items from Dewey to LC each semester and transfer them out of ALF and back to the main UF library.

There was extensive discussion re: what the regular ILL policy says as it relates to CR. A very tentative policy was hammered out. Cathy is going to draft this potential policy and distribute it so that it can be reviewed at the July meeting.

Cathy also suggested better awareness of the Uborrow policies. Judy said that perhaps we can send our policies to Uborrow to see if there are any conflicts and ask for them to do the same. Please click here for the [Uborrow website](#).

VI Physical quality submission guideline: review of draft narrative – Cathy

In May, Cathy had sent out a excel spreadsheet that had details of how other facilities dealt with materials that were coming in and what conditions they were in. We didn't see anything standard, each seemed differences but all agreed no bugs & no mold. We discussed locally about allowing any books in any condition and they'd been cleaned at the facility. Cathy wrote up a narrative & everyone should have received it this morning, and the group went over the documents:

Email Cathy with any potential changes, and the group will revisit this in July.

VII Current policy document-Comments & Questions – Cathy

In May, we went through the first 16 of 25 policies. For June call, they have been split apart on a topic basis, from Ben's lists that was organized by date.

Four topics selected by Cathy (can certainly be changed)

1. Collection Materials & Environment
2. Physical Access to the Collection
3. Intellectual Access to the Collection
4. Other

Notes: Restructuring was well received. Cathy did leave in the dates though, so people could refer back if needed. Cathy notes that she also didn't make too many changes. Group reviewed & is asked to think about it and we'll revisit in July as well.

VIII Wrap-up, scheduling

- a. Next meeting: July 12th