Statewide Storage Task Force Agenda
Minutes
Monday, September 8, 2008
10a-11:30a
Conference Call

Members Attending: Cecelia Botero(UF-HSCL), Rita Cauce(FIU), Ted Chaffin(FSU), Maris(FAU), Hayashi(FAU), Jean Phillips(FCLA), Ben Walker(UF-Smathers Libraries), Robb Waltner(UNF), Jane Strudwick (FAU)

I.   Review of minutes
- Tabled until next meeting.

II.   Updates
       a. CSUL
- CSUL will wait for clarified items before acting on any items that need CSUL input. They would like to have time to consider the items and see how many of the open items are resolved by the Storage Task Force clarifications. Ben Walker met with Judith Russell and provided her with three lists. One list was comprised of items that did not need any additional clarification. One list was comprised of a few items that were more informational in nature that needed clarification. This list also included items that have since been added to the task force's recommendations. The third list included items that needed clarification from CSUL.
- Ben Walker will email the chairs of TSPC, PSPC and CPC a list of what the taskforce has updated.
  - o The clarified recommendations are in reference to:
    - the on site reading room
    - the conservation unit
    - uncataloged items – the question about whether to use AACR2
  - o CSUL decision items are in reference to:
    - print serials duplicates issue. This issue will be referred back to CPC
    - ownership issue with large e-journal packages
    - items on shelf for longer than 7days – if a patron does not pick them up they are suppose to be sent back to the facility – PSPC wanted 14 days; however, they did not have overly strong opinions either way
- When Ben Walker met with Judith Russell they discussed the preservation facility at the shared storage facility. UF is looking at securing an endowment to fund the preservation facility. In the absence of an endowment, preservation services would have to be fee based. Ben has spoken with Cathy Martyniak, UF Preservation Department Head, to determine how much preservation services might cost and how billing might work. Ben solicited ideas from the storage task force members; none were offered.
- Issue of transferring journal titles to the shared storage facility. Trying to determine how to determine which institution's copy is in the best condition and

should be deposited into the facility. Perhaps a checklist could be created for each institution to use to rate their respective titles. Might be easier for each institution to rate the condition (such as A, B, C) of their respective titles rather than all institutions sending all the materials they wish to have deposited and then the assessment is completed at the storage facility.
- Suggestion to put assessment responsibilities on the person(s) at each institution who will have the responsibility of reviewing materials being sent to the storage facility.
- Ben Walker is going to send this topic out to the LAMA Storage email discussion list to solicit ideas from other institutions.

III. Additions to the electronic survey
   a. Some questions added from FIU staff: See rough draft – "ILL_fees survey" on Google Docs
      - Ben Walker incorporated the additions from FIU.
   b. New questions being added:
      - Are whole bound volumes lent out to members institutions? If so, are volumes ever lost?
      - What is the rate of loss/damage?
   c. Gather input from other ILL librarians.
      - Task force members were asked to share survey with respective ILL librarians

Additional suggestions for additions to the survey should be submitted to Ben Walker.

ALEPH ILL is being tested at a few institutions. No decisions have been made about a single bib.

IV. Next steps
   - Look at delivery mechanism for the shared storage facility and make recommendations to CSUL. Ben Walker would like to determine how the various CSUL institutions feel about using the current delivery mechanism (Delivery) and if there would be interest using a third party vendor.

V. Wrap-up, scheduling
   a. The next meeting is scheduled for October 13th
      - Phone: 1-888-808-6959 Code: 2732525