**Statewide Storage Task Force (SSTF)**

**Minutes**

**Monday, January 9, 2012**

**10:00am-11:30am**

**Conference Call**

I Attending- Rita Cauce (FIU), Frank Allen (UCF), Dan Schoonover (FSU), John Martin (UF/HSCL), Pat Profeta (FCS), Amanda Ziegler (UWF), Lela Johnson (UF), Cathy Martyniak (UF), Jennifer Kuntz (FCLA), Maris Hayashi (FAU), Cheryl McCoy (USF), John Renaud (Miami), Pricilla Henry (FAMU), Judy Russell (UF), Hang Soohoo (UF)

Not Attending- Lois Widmer (UF), Robb Waltner (UNF), Faye Jones (FSU-Law), Jonathan Miller (Rollins College), Becky Donlan (FGCU), Jean Phillips (FCLA),

II December minutes were approved with no changes noted

III Updates

1. Interim Storage (Judy Russell)
2. UF will not be able to lease the Eclipse facility as hoped.
3. Last week UF reviewed another facility, it is a commercial property & UF will have to do a solicitation to use this property. Lois & Judy have completed documents for this to proceed.
4. Auxiliary Library Facility (ALF)

Continuing to deduplicate collection so we only have one copy in the trays. 73,000 government documents, 74,000 monographs have been completed. We are performing a pilot project to determine the quality of the bibliographic work on a randomly selected sample of 2,400 monographs in the collection.

1. JSTOR

First batch of titles were reviewed at UF by selectors in Fall 2011. January 17, 2012 is the deadline to get back with Cathy if there is something you’d like to keep from 2nd batch of titles. The next list will be based on the UCF holdings that are currently in Iron Mountain, Judy will get with Diane Bruxvoort regarding the list & send it out to the group as soon as she can. Judy reminded the group to let UF know what their priorities are at your institution.

Dan said they were removing Sage titles from shelves. Judy asked that he make a list using the same sort of format that was used for JSTOR for the group to review and he agreed. Dan has also identified items that UF could use to fill in the gaps, and he wanted to know what he should do with the items. Judy answered that she’d need a list of what they are & they could accept them as soon as the lease is signed on the interim facility & they are moved into the building.

IV Naming the Florida storage effort

Group discussed the ranking data received via survey monkey. The most popular are Print Repository of Florida (PROF) 2.64 and Florida Academic Repository (FLARE) 2.75 (and third ranked was Shared Print Florida at 3.17). What is our next step? Judy suggested that we use the top two or three and send them out to members of CPC, TSPC and PSPC and get their feedback.

V Shared BIB news (FCLA)

What FCLA would like to use collection codes in the holding record so there would be a new collection code for “on its way to shared storage” and “in storage”. This would one bib record but each institution would have their own holding but in one big database. Where we are with shared bib? Meeting tomorrow and workflow will be discussed. FCLA has a current TEST environment we have a merge/holding at the three pilot institutions & what they’ve been working with. We are working on a test merge for the end of the month for all 11 libraries to review/look at. Group briefly discussed a few scenarios of what could happen. This will be a new monthly standing discussion.

VI Last copy policy (McCoy)

Draft policy of this document was been sent out with the SSTF agenda on the 9th. Cheryl has come up with a briefer version as previously reviewed and trying to make it more straight forward. She also changed that instead of saying World Cat that it’s a viable library for lending as sometimes items in World Cat are out of the country. Let Cheryl know if you have any other suggestions or changes. Cheryl will be working making the document more monograph specific, discuss how a title is identified as the last copy and XXX. She will try to send out the next revision prior to the February call.

VII Prioritization of Shipments (All)

The new facility that UF is currently looking at leasing has 10,000 square feet that we are able to use once HVAC is added (about 6 to 8 weeks after lease signing). Cathy asked if folks had a preference for sending shared collection volumes as one big prioritized shipment or smaller broken up shipment method. Consensus was that this decision would need to be made on a case by case basis.

VIII Wrap-up, scheduling

1. For February – Review of very deteriorated volume work flow (Martyniak)