**Library Collection Development Meeting Minutes**

**Thursday October 18th at 1pm**

Attendance: Bill Shuluk, Jane Bigelow, Cindy Campbell, Frank Dowd, Tim Bishop, Peggy Phetterplace, Chris Ludvigsen (taking minutes).

Meeting opens with discussion of unit plan review.

**Unit Plan**:

Bill is going to do a mid-year update before we leave for break in December, so he asked that the librarians forward their progress to him around that time, so he can update the unit plan accordingly.

Discussion of user results & actual results. Concerning the print collection, we added 8% titles in last ten years and deleted 8% of the deleted 8% of old items.

Everyone moving toward completing program reviews.

**Print Collection**:

Bill suggests that the librarians focus on ordering books for the Q section of the print collection. Cindy is meeting with faculty tomorrow and will ask for suggestions.

Bill suggests that the librarians should finish with the Q and R sections of the print collection by the end of the year.

**Databases**:

Cindy handed out a list of the databases we use along with their price. For the Rush Library, this list also includes what school of the college the database supports.

**Budget**:

There is $10-15,000 that has been in the budget as an overage for Karen Kalisz’s position for the last couple of years. This money has usually been used to supplement the book budget, but this year the library will not have that money for books. It is probably going to be used to fund an adjunct position.   
Discussion ensues and it is agreed that the Charlotte and Collier campuses are confirmed to get an adjunct, but there is a question as to whether or not the Lee campus will. Bill and Peggy plan to get confirmation from Dr. Pendleton soon. All agree that an adjunct librarian with an MLS and the ability to teach research instruction classes in times of need would be very helpful. There is discussion about when the adjunct would work, but most discussion centers on weekday evenings and Sundays.

Discussion about FGCU decreasing their hours on weekends and nights, and the student petition to Tallahassee on behalf of the library. All agree that we are moving in the opposite direction and expanding our services rather than cutting them.

Bill mentions that Rebecca Jones would be a good candidate for the adjunct position as she has already worked for the library part time in the recent past. There is a question of whether she’d want to do it now and also what the process with Human Resources would be in the event that she wanted to.

**Back to the databases**:

Discussion about what could be cut from the list of databases. Hopefully the budget will remain static, but there is also need and hope for $30,000 more in the operating budget. This number does not include personnel budgeting. Cindy mentions that the operating budget has remained static for the past five years while the programs have been growing.

Over $100,000 is now going toward databases, and we can afford what we have and more, but it would be taking from the budget for the print collection.

Cindy mentioned that there is some overlap in some of the databases, and Infosearch, which includes Films on Demand, would be the best one to keep as it has a lot to offer.

Bill mentioned, and all agreed, that Edison has a wonderful array of e-resources, probably the best of all of the 28 community colleges in Florida.

**Board of Trustees Presentation on Tuesday October 23, 2012**:

Bill and other librarians to present for 5 minutes to the B.O.T. to talk about how the library runs. It will be a great opportunity to advocate for the district libraries. The meeting will be held at the Collier campus at 2pm.

**Website**:

Discussion of features on the Edison library website. Edison’s IT department is redesigning the entire college website, so all agree that it’s best to wait to make any changes to the current library webpage.

Meeting adjourned at 1:55pm.