AGENDA

# Edison State College – Charlotte Campus

**Learning Resources Center**

## May 18, 2011

## 10:00 AM

Attendees: LRC Staff

Location: LRC Office

Please bring: Agenda and pen

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| 10:00 AM | Welcome   * Upcoming closures/times off   Mary Ann’s schedule  Vacations    Operations   * Student assistants   Areas of responsibility     * Area updates:   Circulation  Write down door count when opening  Reference  Ready Reference shelf  AV  Office  Order deadline Friday  News  Library 3-year plan     * Concerns       Campus/LRC   * Note summer hours for campus departments   Discussion |  |