**AGENDA**

# Edison State College – Charlotte Campus Library

**April 16, 2014 10:00 AM**

Attendees: Library Staff

Location: Library Office

Please bring: Agenda and pen

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|  | * + - * Welcome
* Upcoming closures/times off

 8 a.m. – 5 p.m. May 2, 5 & 6 Closed Sat. May 3 Stacey – jury duty week of April 28 Mary Ann off April 22 * + - * Operations
* Student assistants

 SAs don’t work May 2 - 6 - Summer schedule starts on May 7 End of semester/beginning of summer party – Wed. May 7* Area updates:

 Circulation Vendor Demonstrations  Reference Open late for exams – April 21-24 and April 28 Chicago Style sheet revised New online catalog this summer, maybe May  Office EOE Statement on ALL handouts, brochures, flyers & signs Printing – Charges begin in April?  * College/Library reorganization

 * National Library Week wrap-up

 * + - * News

SWFLN Staff Day – April 30 – Register at SWFLN websiteCharlotte Library Staff Retreat – August? (I have to talk to Dr. DeLuca) * + - * Campus/Library

Awards – 6 p.m. Thursday, April 17BOT – Tuesday, April 22 3 p.m. – AuditoriumShredding/Recycling event – Wed., April 23End of year party April 30(Penny Pepe getting married on April 26)  * + - * Discussion

 Next Meeting: Wednesday, May 21; 10 a.m.  |  |