# Library Staff Meeting – Charlotte Campus Library, FSW

Wednesday 11/18/2015 10:00 AM

## Agenda Items

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| |  |  | | --- | --- | |  | Upcoming Closures and Times Off  Closed Nov. 26-29 Thanksgiving!  Mary Ann Off – Nov. 30 (Monday)  Jeanette Off – Nov. 19 – 29 (MA work Sat. 11/21; Angie work 1-9)  Angie Off – Dec. 8 | |  | Library Updates  Faculty Librarians Meeting: no extended hours for exams  (at least for this semester)  Charlotte, Collier closed on Sat. for summer – Lee open Saturdays  closed Sundays | |  | Campus Updates  Holiday Party – Dec. 9  Spring Enrollment | |  | Student Assistant Update – Colleen  Spring Schedule | |  | Office Update – Laura | |  | Technical Update - Angie  Dean from IT says there will be a college-wide phone message for major  holiday closings | |

Upcoming Events:

Birthday Party – Dec. 1, 4 p.m.

December Staff Meeting – Dec. 10, 2 p.m.

End of Semester Party????

CLOSED Dec. 19 – Jan. 3 Reopen 8 a.m. Jan 4.