# Library Staff Meeting – Charlotte Campus Library, FSW

Wednesday 10/19/2016 10:00 AM

## Agenda Items

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| |  |  | | --- | --- | |  | Upcoming Closures and Times Off  Jeanette Off Thursday 10/20 (Colleen work 1 - 9)  Laura off at 11 a.m. Monday 10/24  Mary Ann Off Monday 10/31  Closed Friday, Nov. 11 (Open Saturday) | |  | Library Updates  Workshops finished for this semester  Some professors are specifying MLA 7 or 8, others will take either -- student  must know what their professor wants – Batchelder & Roark want 7th  Review unattended children policy | |  | Campus Updates  Benefits Expo tomorrow 11 a.m. – 3 p.m.  President Albritten: Monday, Oct. 24, 1 p.m.  Haunted College 10/28, 5:30 – 7:30 p.m.  Various collections: AFC items for hospitalized children; Thanksgiving food;  Candy for Haunted College  Raffle for Operation Cooper Street | |  | Student Assistant Update – Colleen | |  | Office Update – Laura  Error messages – Kyocera copier | |  | Technical Update – Angie | |

Upcoming Events:

SWFLN Annual Meeting – Nov. 16, 3-5 p..m. (Colleen & ?)

Board of Trustees meets at Charlotte – Nov. 15

New Business:

Helping at campus events

Set date for end of semester party?

Next Meeting: Wednesday, November 16; 10 a.m.