Open Forum
May 25, 2011

1. If you could have a magic wand, what changes would you make in the library?
   - A huge endowment
   - Build a large class room.
   - Fix HVAC problems and hire more people.
   - If we had a wand: pay raises.

2. Should we tell the smokers that are too close to the library to move?
   - James is going to work on signs to clarify the smoking limitation distance. Smokers should be 20 ft. from any entrance, vent, etc. Hopefully the signs will be in place before the 2011 Fall Semester.

3. Will the Math Library be the next branch to close?
   - If I had my way, it would have been the 1st one to close. The Math Library is a soft spot for Dr. Faudree because he helped to start it. So far the Math faculty still lobby in favor of that branch.

4. Are we going to order any popular books or DVDs?
   - We’ve ordered a few. Unless a popular book or DVD supports the curriculum, they are not our focus. We’ve used some gift monies in the past. This year, gift money is supporting our basic needs. We probably won’t be able to have a nice size collection of popular books or DVDs.

5. When any significant changes are made to the locations of collections, equipment, and policies/procedures within any public service department or area of the library, could that information be sent out as an email to Library All?
   - A lot of this information does go out via email and LAC minutes also. Representatives from each department should communicate changes to their specific department (LAC Rep). Sometimes LAC minutes go out too late (a month late). Departmental meetings should follow LAC meetings so everyone can be informed on what was discussed in the LAC Meeting. That way, a delay in the minutes won’t mean some get the news and some don’t.
6. When will the signs on the 4th floor be fixed?
   - Shifting books has caused the signs to be incorrect. We may need temporary notes/signs because the library collection is still shifting. There are still signs about floppy disks, TigerLan lab, etc. We did have a signage committee? It might be needed again. We need accurate maps for this building.

- When to use Library All: Library All should be used when something is of general interest to the library. Think about who needs to know that particular information. If it affects everyone, send it via Library All. When it affects safety & security, use Library All.

- Inclement weather procedure: A written inclement weather procedure is still a work in progress. We’re ordering crank emergency radios and lights. They will be at the Service desks. We’re also ordering flash lights--again.

- If the library is not open when it is supposed to be open, call campus police. Also, if the doors are not locking when they should, call campus police. Report these incidents to James Singleton also.

- What will happen to Dr. Hooks’ office on the 3rd floor? The space is supposed to revert to the library. A meeting was held with the Provost and he said the intent is still to revert to the library, but wait until The Hooks Institute moves into its new space. If we get the Hooks space, it will become a gallery space.

- Concerning TAF, what is an operational shift? A total of $300,000 from our budget is replaced with TAF money. The University was struggling with a way to handle budget cuts. They came up with a way to manage the cut by shifting some operational costs to TAF funding. TAF raises about $4 million but permanent obligations on that fund have increased. Less than $1 million is now discretionary. We are looking for ways to free up TAF money.

- The issue of inadequate pay has been raised. There are several reasons for this: (1) The University historically established pay using the market value; (2) Some parts of the University suffered when it removed itself from the TBR salary structure; (3) Our salaries and position classifications don’t coincide with other TBR institutions. The new HR Director wants to do an evaluation of our compensation structure. Our positions should not be lumped in with clerical positions. When it comes to comparing us, there are other metro areas our size that we can be compared to. We can be compared to our financial peers, which would be a good starting point.

- The Lambuth auction: The auction is being held to raise funds to continue operations on the campus. The University of Memphis is talking with the city of Jackson and other entities to explore the feasibility of a University of Memphis campus on the current Lambuth campus.
people that are hired to dispose of property need to have a certain level of details in the records concerning these books they are selling. Unfortunately, the University of Memphis has no control over that. If no one keeps track of what is being sold (cataloged items), that’s another problem to deal with if the University of Memphis takes over that campus. A report was created from the visit to Lambuth and given to the Provost.

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