Library Council
Tuesday, Jan. 27, 2010 – Conference Room
2:30 pm- 4:30 pm

Present: Chris MacLauchlan; Simon Lloyd; Mark Leggott; Suzanne Jones; Grant Johnson
               (by Skype); Betty Jeffery; Dawn Hooper; Melissa Belvadi

Regrets: Charlotte Hince; Tom Hilton; Cathy Callaghan

1. Approval of agenda – with addition of 2 items under New Business: New Library "Noise"
signage and Administration's bathroom.

2. Approval of December 2009 minutes – with corrected spelling in 3.3. Minutes should be
posted to our web page and made accessible to all and then to the public. Suzanne and
Grant/Melissa will work out the process.

3. Business Arising

3.1   No article was submitted for discussion.

3.2   Locker update
        There are 19 lockers currently signed out. Mark indicated that these lockers should be
        available for rent to any interested person with a campus card to ensure full rentals.
        Suzanne will ensure that Cathy is informed of this change.

3.3   Evergreen update
        The latest Evergreen upgrade is running. Some things we wanted were included in the
        upgrade, other were not. We are working to suppress empty MARC fields from
        displaying and Judy and students are continuing to enter the Table of Contents page
        information for new books. The Library is evaluating two Drupal and two non-Drupal
        software products to "sit" on top of our Evergreen catalogue and provide some additional
        interface and display functionality for catalogue searchers. Blacklight (non-Drupal) is
        currently the favoured product. Grant is also trying to get the Evergreen software and the
        Relais interlibrary loan system to interface better. Connections between dbWiz and
        Evergreen also need more work to ensure a better interface.

3.4   International baccalaureate update
        Suzanne read off Cathy's update from an e-mail Cathy had forwarded prior to the
        meeting stating that the IB students now have their usernames and passwords, as do most
        of the teachers. Cost for each student is 30.00; Pauline will be creating an invoice for
        each school. Some students have already been using the Library and its resources. Mark
        noted that some have already expressed their gratitude for the arrangements.

3.5   VRE/Islandora update
       The Library has been awarded an Atlantic Innovation Fund (AIF) research grant of 2.4
       million (1.6 in cash) to further develop the Virtual Research Environment (VRE) and
       Islandora software. This will require 3-5 full-time hires (for a 3 year period), lessening
       some of the development and support burden on the existing Library staff. Now that we
       have 100 VRE instances currently running, a new management committee is being put in
       place. Each Management Committee member will be paired with a support person (Mark
       with Zac; Melissa with Grant; Donald with Kris; and Dawn with Peter Lux). This
       arrangement will be reviewed after 6 months to verify its success. UPEI also received
       additional AIF money to develop a VRE for the Diagnostics Lab at the. There is growing
       interest out there (e.g. Holocaust Museum in Washington) in the VRE software and
       existing modules. Mark will set up meetings with the librarians to discuss the resulting
       impacts and opportunities.

3.6   Digitization update
       IslandLives is largely complete, with some remaining interface issues. The
       IslandImagined project has approximately 500 maps scanned and is focusing on the "look
       and feel" of the site and its content material. All of Meacham's historical atlas has been
       scanned – as part of the 500 maps. Kudos to Kris and Andrea for doing such a great job.
       Community organizations, such as the Centre de recherches acadiennes de L'Isle du
       Prince Edouard (CRAIPE) are indicating some interest in partnering with the Library for
       scanning their materials. Another example is the Island Media Arts Co-op, which wants
       to collect information on past productions: this project will use the PBCore metadata
       schema, created by U.S. Public Broadcasting.

       Simon noted that the IslandVoices project is well underway -- digitizing the Dutch
       Thompson recordings (approximately 1000 hours). Two student assistants have been
       hired for this project.

       The Library will be digitizing our existing Government Document collection and creating
       an archive with some of the material. Melissa is suggested that we concentrate on
       digitizing our core collection and then contact other regional libraries with something to
       demonstrate. Such a project would allow the Library to clear off a few more shelves,
       since both a paper and a digital copy of the documents would not need to be kept.

       Mark has floated a proposal for a robotic scanner as well as a Print On Demand (POD)
       system. Mark has also sought feedback from the CAUL consortium to determine if they
       might be interested in helping fund such a scanner and POD system for the region.

3.7   Guest Login update
       Melissa met with Computer Services to discuss procedures which would allow anyone to
       be able to access our (public) laptop/computers in the Library without requiring a UPEI
       student account. Computer Services has some security issues with this request that they
       are trying to work out. They will enhance the existing LDAP server to allow off-campus
       people to have LDAP accounts but until then, the Library will allow an "anonymous
       user" login.

3.8   Non-staff printing
        Computer Services is working to revamp computer printing options using campus cards
        (to allow wireless and guest printing) by September.   The Library however, might want
        to consider keeping a few anonymous login computers – even with the new LDAP
        procedures in place. We could offer special patron cards (for conference attendees, for
        example) to give us a greater range of user options. Melissa will keep grant informed of
        her discussions and progress with Computer Services.

3.9   No update.

4. New Business

4.1   AIF update
        See VRE update at 3.5 above.

4.2   Web site update
        Currently, the About/FAQ section of our website is undergoing renovations. Discussion
        arose as to how we should deal with comments and/or responses to the Library's web site
        blog entries. There are possible security issues which Melissa and Grant would need to
        deal with if we allowed all responses to go "public" (e.g. displayed them). Also, should
        such responses be moderated – and if so, how much time would that require of a staff
        person? Suzanne mentioned the PR and feedback benefits of displaying public responses
        (e.g. example of one person's response to Library's Art Competition announcement).
        Mark asked Council members to consider pros and cons of the issue. Simon will ask
        Jocelyn for details as to her experience with comment moderation in the newspaper
        context. We will discuss this issue at the next Council meeting.

4.3   Online Library Booksale
        Instead of our usual library booksale, maybe the Library should try an online version.
        Issues such as: library promotion; role of book sale; involvement of community; where
        would funds be directed; what to do with unsold books; special prior access to sale items
        allowed, were discussed. Donald will get more details about possible online sale and
        how it might be structured and bring details back to Council.

4.4   Learning Commons furniture
        Once the furniture supplier has been finally/officially chosen, the table top colour(s) and
        leg style for the furniture will be selected. Furniture will be installed after final exam time
        (April-May) to alleviate study interruptions. There is also some consideration needed as
        to colour grouping the furniture and varying the table and chair heights.

4.5   Library "Noise" signage
        There is a proposal to initiate a three-tier system of quiet zones in the Library – based on
        a traffic signal format. Red = most quiet; yellow = collaborative work allowed; green =
        group work. Council approved the plan with the following changes: The Red Zone
        would not include an "electronic free" condition. That condition would only apply to the

main floor quiet room and would fall outside the signage of this proposal. (Special signage would be created for that area separately.) Council members were asked to send any concerns or suggestions to Wendy who sits on the committee which drafted this zone signage proposal.

4.6   Library Expansion
UPEI has approved hiring of an architect to review the proposed two-storey expansion area on the Library's north-east side. Also the front entrance facing the Day-care Centre (now coined the back-door) will be renovated and the existing breezeway will also be considered for possible renovations. Budget approval, floor plans, 3D renderings may be expected within the next 3-5 months. The Expansion area is called the Island Community Heritage Gallery and the proposed space would include a gallery for digital (and physical) images, presentation space, office space, and a mezzanine. This project falls under the IslandArchives Centre project umbrella. David and Suzanne will work with the Library's Facilities Committee on the process. Suzanne noted that the Committee's composition will need to be reviewed as both Norine and Gordon were previous members of the committee.

4.7   Administrative bathroom (formerly)
One Alterations & Renovations (A&R) submission for the Library is to dismantle the bathroom and small kitchenette space and create one larger room – whose purpose will be determined later. Some staff noted that the kitchenette was well-used. Other A&R submissions were: renovating the washrooms on the upper level, and soundproofing some of the group study rooms.

Meeting adjourned at 4:30 p.m.