

Library Council Minutes
January 25, 2024
1:00 pm - 3:00 pm

Present: Melissa Belvadi, Katelyn Browne, Rob Drew, Shawne Holcomb, Rosie Le Faive, Simon Lloyd, Noah Mannholland, Courtney Matthews, Kim Mears, Donald Moses

Regrets: Keltie MacPhail, Nayana Sunila

Meeting Online:

<https://upei.zoom.us/j/66416002535?pwd=Ly9UeDRSTHRLazF4Ti9laE5PZDd5dz09>

Land Acknowledgement offered by the Chair. Courtney Matthews shared information about the upcoming screening of [Gina'mating: Time of Learning](#) as part of a collaboration with David Varis from IKERAS, Jasmine Pauze from the Mawi'omi Indigenous Student Centre, and Choyce Chappell from Atlantic Council for International Cooperation. This series was created by Eliza Knockwood and will be shown on the evening of Tuesday, February 6th, in McDougall Hall.

- **Approval of Agenda** moved by K. Browne, seconded by K. Mears. Consensus was reached.
- **Approval of Minutes** (December 21, 2023) moved by K. Browne, seconded by C. Matthews. Consensus was reached.
- **Follow-ups on Pre-submitted Reports**
 - K. Mears noted that her report is forthcoming
- **Student Reports**
 - Undergraduate students
 - Update on replacing lost light therapy lamps: D. Moses reported that there are 4 lamps to be replaced. N. Mannholland reported that the UPEISU will reimburse the library for four replacement lamps, and that the library can move ahead with ordering them.
 - Next week, there will be a meeting to discuss fundraising opportunities.
 - Graduate students
 - No report
- **Post-Library Council CUPE** (R. Drew, S. Fisher)
 - R. Drew brought forward a question about the Novanet discussion and clarifying CAAL vs CAUL. K. Browne will ensure the minutes are correct before posting.
- **Past Items for Discussion or Proposals**
 - Library Policies
 - Library Operations
 - Winter library hours update: The Chair shared recommended hours for the week of February 17th through 25th (Islander Day and the February break). The Library would be open 8:00-6:00 on weekdays and 10:00-5:00 on weekends, with a closure on Monday the 19th for Islander Day. Consensus was reached.
 - K. Mears also asked about general library hours for February as some positions remain vacant at this time. How does the schedule

look with our current staff complement? D. Moses replied that staffing is in place to cover our planned open hours in February, and that Alysa Clayton will be remaining full-time for another few weeks with more desk hours than normal. Cindy McKenna is continuing to cover some gaps, and Sherry Hutchinson is also available if need be. Princess Wooden starts work next week. The reposted full-time position has closed and the interview/process can continue quickly. It will be tight but we do have the hours covered. Everyone's effort is appreciated

- Library humidity update: D. Moses has messaged Health, Safety, & Environment and Facilities with the concerns about the humidity. HSE has asked Facilities to look into it. No further update is available yet. S. Lloyd added that readings from previous winters indicate that we do need to start worrying about overly dry air. D. Moses asked S. Lloyd to provide the current reading from the device in Special Collections so that it could be shared with Facilities. Anyone experiencing issues with humidity levels should message D. Moses.
- Library Planning / Future Directions
 - Library fundraising: D. Moses acknowledged N. Mannholland for meeting to discuss whether and how the UPEISU could support the library's fundraising efforts. "Aspirational renderings" of a library renovation are being developed to support the campaign's launch.
 - K. Mears asked whether the Coles plans are still being considered, or whether they are too outdated to use for a renovation. D. Moses replied that the Coles renderings are not useful for connecting with potential donors; more current renderings would reflect the look or feel of a renovated space. K. Mears remembered that Coles did not incorporate some Library feedback about issues such as students walking through staff work areas.
 - D. Moses clarified that the goals of the renovation are the same, such as an expansion of Special Collections, a gutting of the lower-level open shelving, renovation of the washrooms, and refurbishment of study spaces. Additional rooms or unenclosed spaces could also be added for students on the side of the building closest to the K.C. Irving building.
 - C. Matthews how a renovation would impact staff. Will there need to be relocation of staff? D. Moses does not yet have a definite answer; depending on what we are able to renovate, different locations may be impacted. There will be plenty of notice given.
 - C. Matthews asked if there was a target start date for the first phase of a renovation. D. Moses answered that the fundraising campaign will be launched in late February/early March, though Development has already been working on this for years. Some planning work will happen first. We do not yet know when a renovation could begin.
 - Strategic enrolment: D. Moses shared the link to <https://www.upei.ca/ovpar/initiatives/strategic-enrolment-management>, which includes information about the steering committee and subcommittees that are focusing on this work. The subcommittees will likely begin meeting at the end of January. The steering committee has

already had some high-level planning meetings. Anyone can send comments or feedback to the office of the VPAR (vpar@upei.ca) or to the University Librarian. There is still room for library representation on the subcommittees; interested folks can contact D. Moses.

- Other
 - The Novanet/CAAL group will be meeting at the end of the month, and D. Moses will be able to take questions from Council's December meeting to that group to learn more about Novanet's current resource-sharing strategies.
- **Items for Discussion or Proposals:** none
- **Roundtable**
 - S. Lloyd is giving attention to updating some Special Collections content on the website, including the "search tips" page and a place to share PDFs of some of the archival descriptions Juanita Rossiter is creating
 - S. Holcomb is very busy covering several people's jobs right now. They have sent some emails about student outreach to other departments on campus. D. Moses noted that our AudioCine license includes public performance rights, while our Criterion is restricted to classroom use and UPEI-only events.
 - K. Browne is looking forward to Princess Wooden starting work next week in Instructional Services.
 - R. Drew is giving a concert next weekend at Beaconsfield with Harmony Wagner.
 - K. Mears also recommends the historical seance re-creation at Beaconsfield. The One Health & Scholarly Communications Librarian search has scheduled a second candidate visit in February and will be hosting a third candidate in March. Details should be circulated in the next week or two.
 - C. Matthews continues to appreciate Tarvinder Singh's work as a new staff member in the unit, including building relationships with ITSS. Paul Pound has also been doing a lot of work on the upgrades from Drupal 9 to Drupal 10. Both have been helpful filling in some gaps after Larry Yeo's retirement, and everyone is looking forward to Bhavya Jadav joining the unit next month. Conversations are beginning about the future of Evergreen, as well as the longstanding effort to update Redmine.
 - D. Moses acknowledged everyone who submitted CARL statistics. We will probably do the 2023-2024 CARL statistics collection in the late spring, once the current fiscal year has ended.

The meeting was adjourned at 1:49 PM.