Library Council DRAFT Minutes October 20, 2023 1:00 pm - 3:00 pm

Present: Melissa Belvadi, Katelyn Browne, Rob Drew, Sarah Fisher, Mackenzie Johnson,

Rosie Le Faive, Simon Lloyd, Kim Mears, Donald Moses

Regrets: Keltie MacPhail, Noah Mannholland, Courtney Matthews, Nayana Sunila

Meeting Online:

https://upei.zoom.us/i/66416002535?pwd=Ly9UeDRSTHRLazF4Ti9IaE5PZDd5dz09

Land Acknowledgement: offered by the Chair

Approval of Agenda

 S. Lloyd moved, K. Browne seconded. A Library Signage Policy item will be added to the agenda. Consensus was reached.

• Approval of Minutes (September 28, 2023)

o S. Lloyd moved, M. Johnson seconded. **Consensus was reached**.

• Follow-ups on Pre-submitted Reports

 The Chair acknowledged the work of Library student assistant Hemisha Saminathen, who helped with the Postcards Home event.

Student Reports

- Undergraduate students
 - N. Mannholland sent a report ahead of the meeting following up on some information about student textbooks and the secondhand textbook market at UPEI. M. Belvadi noted that we don't have a mechanism in place to buy used textbooks from students; is that something that would be feasible?
 - M. Johnson shared an example of an SU at another institution running a textbook storefront that handled secondhand sales and buyback (separate from, but proximal to, the university bookstore).
 - K. Mears spoke against getting directly involved in textbook purchasing from students. M. Belvadi clarified that some collections funds are already set aside for buying required course books, including textbooks. The Chair asked whether the Collection Development Policy had been changed to remove the prohibition against buying textbooks except in specific cases. M. Belvadi checked the current policy and noted that there is no such prohibition in the current policy. K. Browne will check the Library Council minutes for the period around March 2018 and, if necessary, add the Collection Development Policy to next month's agenda.
 - The Chair shared information from the university bookstore's FAQ about their buyback and resale initiatives.
 - K. Browne suggested discussing ways students could be incentivized to donate textbooks to the Library at a future meeting when N. Mannholland is able to attend.

- The Chair acknowledged the work that the undergraduate student representative has done to promote and remain engaged with Library efforts this year.
- Graduate students

• **Post-Library Council CUPE** (R. Drew, S. Fisher)

- S. Fisher related that staff were interested in an emergency preparedness plan and kit and would like to know when that is moving forward. There were also questions about the current emergency wardens.
 - The Chair has been looking at other libraries' emergency preparedness plans and documentation, and he has watched a webinar about collections emergency kits. S. Lloyd and S. Fisher volunteered to help with this planning.
 - The Library does have an emergency preparedness plan, and the Chair will ensure that staff have access to it, along with information about identifying guardians and wardens. S. Fisher suggested also preparing a list of emergency duties for service desk staff, such as securing the cash register.
 - S. Fisher would like to update the list of library employees who have taken various first aid trainings. Those with training experience should contact her.
 - R. Drew suggested that big rolls of plastic would be useful to have on hand for future leaks.
- Staff are also interested in receiving training on the Redmine ticket system since more requests are being submitted there.
 - K. Mears noted that this had also recently been discussed at a VRE meeting. There may be some future discussion about who should have a Redmine account and be trained before rolling out library-wide training. Parameters for Redmine use would be useful.

• Past Items for Discussion or Proposals

- Library Policies
- Library Operations
 - LINC / Language Lab switch
 - Bobby Milligan from ITSS has looked at the SMART Board and the size/quality of the projection image. His suggestion is to replace the SMART Board with a projection screen. He will reach out to the projector vendor about whether there's a better model to deploy in that room.
 - K. Browne is working with Larry Yeo on ways to restore some of the SMART Board functionality using open-source software since the official software is out of date. These are mostly intended as stopgaps until there's another writing surface in the room.
 - Upcoming changes to web browser privacy options and impact on on-campus access to library resources
 - C. Matthews will update next month.
- Library Planning / Future Directions updates on all three of these topics were shared in the Chair's Report. No discussion at this meeting.
 - Strategic Plan
 - Library fundraising
 - QA review planning, preparations

• Items for Discussion or Proposals

- Library Policies
 - Library signage: the Chair asked whether the previous signage committee (M. Belvadi, R. Le Faive, J. MacNeil) want to continue their work.
 - M. Belvadi thinks the committee had already completed a policy, and isn't sure how much work is useful if a renovation is upcoming. There are some draft policy/procedures in the Library Staff Shared folders. R. Le Faive recalls that the purpose of the policy was to facilitate the creation of standardized signage. K. Browne will check the winter 2019 Library Council minutes to see whether this came forward.
 - D. Moses recently fielded a question from a student that wanted to post something in the Library. M. Belvadi recalls that there were Facilities concerns about flyer posting locations in the past, and that there may be a broader campus policy regarding whether flyers need to be approved.

Library Operations

- Should the library leave Twitter/X? (M. Belvadi brought forward, M. Johnson facilitated)
 - M. Belvadi: given the significant changes at Twitter/X, particularly around content moderation and the new requirement to log in to read posts, should the Library continue to maintain an account and post there? In a recent 12-month period, we got a total of 22 hits on our website coming from Twitter/X. Melissa proposes that the Library formally close down our account.
 - K. Mears: disagrees that our usage encourages people to have an account; it's one of several ways we communicate. Not convinced that the time to leave has come, and similar concerns could be applied to Facebook/Meta platforms. This may be a bigger conversation about our social media presence. S. Lloyd and R. Drew agreed in chat.
 - K. Browne: agrees that these concerns apply to other social media platforms. Is maintaining our Twitter/X presence worth the staff time and effort? Would support leaving; not convinced we need to stay.
 - R. Le Faive: in favour of leaving; there has been quite an exodus.
 We may be able to maintain a social media presence on other platforms such as Mastodon or Bluesky.
 - S. Fisher: two students and staff work on our social media updates. Getting some of their time back would be a good reason to leave.
 - K. Mears: Staff time and effort is a persuasive reason to consider leaving and to change her opinion.
 - D. Moses: Reached out to Marketing. It's not where their target audience is, and they don't include it in their print campaigns. They do know that many faculty use it, so they ensure that they post. CRKN, CARL, and others still have Twitter/X accounts and use them.

- S. Lloyd: What platforms are Marketing and Communications using? Are there other places we should be engaging more? Interest in staying would be based on practicality; if it's not practical, wouldn't stand in the way of leaving.
- S. Fisher: If we make this decision, we should post a "so long" message encouraging those who see it to follow us on other platforms.
- K. Mears also suggested requesting a data export before leaving.
- R. Drew: comes down to whether we want to use staff resources in a place where there's not much engagement.
- M. Johnson wondered how many libraries are having similar discussions at this time and shared <u>a blog post</u> from The Carpentries about their decision to leave both X and Facebook.
- K. Browne: if we do think most remaining Twitter/X users are faculty/staff, we would want to develop a different social media strategy than we use on student-facing platforms, which would be additional work.
- S. Lloyd: difficult to communicate about our "core values" (as in other organizations' posts that were shared) without clarifying why we use other products that may not align with our core values.
- M. Johnson: we can also make a farewell statement focusing on impact/ROI.
- Proposed: that the Library retire its Twitter/X account. Consensus was reached with some reservations expressed by some members.
- The Chair will take this recommendation and follow up with relevant people.
- Library Planning / Future Directions

Roundtable

No roundtable items.

The meeting was adjourned at 2:13 PM.