

Library Cluster Minutes
Dale Mabry Campus
August 21, 2003

Attending: Jacquelyn Cress, Chair; Jeremy Bullian, Alicia Ellison, Wendy Foley, Vic Harke, Carlene Reeves and Jeneice Sorrentino

Visiting: Karen Griffin and Pat Manack

The meeting was called to order at 11:05 a.m.

The Minutes from the previous meeting were approved as read.

Jacquelyn informed the Cluster that Tammy Schofield had resigned and that Carlene Reeves, former part-time librarian at Plant City, is her temporary replacement this semester. She welcomed Carlene to the Cluster.

Election of Officers:

Alicia Ellison will be vice Chair, Carlene Reeves will be Secretary and Jeremy Bullian will continue as Archivist.

Mission Statement Committee:

The Cluster agreed to update the mission statement. Wendy Foley, Alicia Ellison and Carlene Reeves volunteered for the committee.

Electronic Resources Status: Alicia Ellison

Alicia informed the Cluster that the databases would continue to be the same as last year's subscriptions. Karen Griffin submitted our priority requests, however, since the college presidents voted to fund the entire CCLA package, there will be no changes until possibly December when FirstSearch holdings may be changed. (The CCLA database subscription runs January through December; HCC subscriptions run from July through June.) Karen Griffin will resubmit our priority requests for FY 2004/5 consideration. The priority list is subject to change.

In future, District Library Technical Services will take over database budgeting and subscription tracking.

Jeremy Bullian will chair the database committee in FY2003/4.

Administrative Update: Karen Griffin

Karen Griffin distributed the database priority list.

She recommended that we use the new collection assessment process developed by Jeneice Sorrentino and committee beginning this fall with the two program reviews that will be ongoing.

There is more flexibility in the Virtual Reference Project than we initially thought. There will be a system back-up librarian at all times, and campuses can make changes in the schedule as needed. Librarians can transfer reference questions on chat to e-mail for a

delayed response. They can also transfer the reference question to a more appropriate library. The goal of the project is to have 40 libraries on board by September and 80 libraries on board in December.

Library Book Fund: Jeneice Sorrentino

Adrienne Garcia, of the HCC Foundation, has suggested that a fund be established for the purpose of buying library books. Jacquelyn Cress requested that Jeneice Sorrentino invite Ms. Garcia to a Cluster meeting for further details.

DLTS Update: Pat Manack

A librarian from LSU has requested a site visit to HCC Libraries. Discussion ensued.

Fall CCLA training:

Circulation on at Dale Mabry DLRC 317, October 14 and 15th, 9:00 – 4:00, with 20 seats available. Acquisition training will be held on November 4th and 5th and is necessary for anyone working on creating selection lists. They will not need to attend the entire acquisitions training.

Pat Manack requested that all libraries promote the Library Technician program.

Cluster Meeting Schedule:

If possible, meetings will be on the fourth Friday of the month, at 1:30 p.m. The first meeting is on the Ybor campus on Sept. 26.

Sept. 26 – Ybor Campus – YADM 129 (next door to the Dean of Student Services) – If personnel from other campuses are attending Ybor meetings, Ybor's facilities coordinator, Olinda DeJuan has instructed them to use the Fernando Noriega/Palm Avenue Parking Garage. This is on the corner of 13th St. and 8th Ave. (entrance on 9th Ave., exit on 13th St.). At the present time, parking is free there up to 3 hours for anybody visiting the Ybor City district.

Oct. 31, 2003	Brandon – conference room
Dec. 5, 2003	Ybor – YADM 129
Jan. 6, 2004	Dale Mabry 10:30 a.m.
Feb. 27, 2004	Plant City
Mar. 26, 2004	Brandon
April 23, 2004	Dale Mabry

The meeting adjourned at 12:15 p.m.

Respectfully submitted,
Wendy Foley

