

Librarians' Meeting
February 24, 2000

Present: C Beard, M McManus, S Smith, M Ollendorff,
D Novak, S Lankford, N Farmer, J Ruskell, B Vinson,
M Aldrich, C Huff, C Goodson, C Anderson, M House
Absent: B Kooy and B Griffies

Everyone reviewed the Library Ill/memorial flower fund policy.
There were a few changes and Carol A said she would get a
copy out on Libstaff.

Shirley presented a revised copy of the Library instruction policy
for everyone's approval.

Charles talked about the reception that will be held in the Library,
March 3. How many had responded for a count on refreshments?

Debbie Novak discussed duplicate records for Government documents.
She would like duplicate records noted and reported.
Chris said he could make an icon and place the reporting forms online.

Next Meetings: Division/Department Head--March 2, 2000
Librarians' Meeting—March 16, 2000