

## **University of Arkansas Libraries, Fayetteville, Arkansas**

Operations Group meeting 7/25/2013

Present: Stephanie Freedle, Lynaire Hartsell, Jimmy Jackson, Stacy Kimbrough, Lisa Lindsey, Karen Myers, Bridget Penrose, Robin Roggio, Jeremy Smith, Kareen Turner, Ellen Williams

**Stephanie** announced that the Operations Group has been meeting for a year now. According to our charge, "The position of coordinator will rotate among members on a schedule determined by the Group." The Group decided that the position will rotate every 2 years. Stephanie is willing to continue as coordinator.

No reports from **David Lacy**, **Kathy Riggle**, or **Dennis Stephenson**.

We anticipate that we will soon hear from Kathy about student workers for fall.

**Gale**—FAL has completed N-NK transfers to MAIN. Major thanks to Jimmy!

>The UA will be filming an ad in FAL next Tuesday.

>The new security system is supposed to be installed next Wednesday.

**Stephanie**—Physics is very quiet—nobody can get there because of construction.

>She's hoping to get some additional public access computers.

>She and Kathleen Lehman, Physics Librarian, will be presenting "10 Commandments of Circulating Tablets" at the ArLA Conference on October 7, 4:00 p.m.

**Lynaire**—the Periodicals Reading Room will be closed tomorrow for work on the lights.

**Kareen** has completed interviews for the open Lending position and is checking references. She hopes to submit the hiring recommendation to LHRO tomorrow.

>ILL got a foot pedal for the Bookeye IV, but it isn't installed yet.

>ILLiad will be upgraded next Wednesday.

>After that, there'll be an in-house ILLiad tune-up on the 14<sup>th</sup> & 15<sup>th</sup>. If you're having any issues with ILL requests, let Tess know.

**Jimmy**--Stacks is extremely slow.

>He's finished the N-NK transfers from FAL.

**Stacy**—PAM might get painted. It's been over 20 years since it was last painted.

>PAM computers are being replaced.

>There are problems with the conversion of analog items to digital.

>She's working on converting Concert Recordings to streaming media rather than to CD. There are only 2 cassette tapes left to convert.

>PAM has received lots of donations.

>She attended an Alexander Street webinar. They'll have a new platform online before the end of the year.

>She reported a problem with a class leaving nutshells in Room 104.

**Jeremy**—CHEM is looking for a new hourly to work evenings. The current hourly resigned, effective August 20.

**Lisa**—Serials is still implementing Serials Solutions.

>She's working with Cataloging to use 990-999 fields rather than paper forms for location notes.

>The Serials position is closed. Molly is working on the grid.

>Serials has processed 984 microfiche this month.

**Bridget** reported that Donna Daniels will be moving into the Government Docs Office, Room 488; Bridget will move to Room 489.

>Reporting lines are not changing.

**Ellen** is working on Binding shipments.

>She hopes to get the sewing supplies for music shifted.

**Robin**—ILL is supposed to be getting a RELAIS trial (for document delivery) in August.

**Karen** had no report.

Next meeting will be August 29, 2:00 p.m., back in Room 486.