South Central Regional Library Council

Resource Sharing Advisory Committee Meeting
Wednesday, May 27, 2020 at 1 PM
SCRLC (Work from Home); Zoom Room https://zoom.us/j/924611225

Minutes

Present: Caitlin Finlay, Cornell University; Virgilio Pinto, Ben Hogben, & Sarah Shank, Ithaca College; Lorie Brown, STLS; Noah Roth, SUNY Broome; Molly Brown, SCRLC.
Excused: Gregg Kiehl, Tompkins Cortland Community College; Julia Iannello, ONC Boces SLS; Deb Geier, Finger Lakes Library System; Elise Thornley, Binghamton University, Mary-Carol Lindbloom, SCRLC

- **Last meeting minutes** – approved.

- **Around the Table:**

  - Ben –
    i.   They are now discussing curb-side pick-up for when the library reopens this summer for the library staff to work from this summer (no public access). They hope to be back in the building by sometime in July.
    ii. Implementing LibCal Spaces, which will allow them to schedule pickup times for patrons to retrieve items.
    iii. They have asked faculty to assess the material they are thinking about using for the Fall semester in the hopes they can keep costs down for students – looking at more Open Educational Resources (OERs) to use as well.
    iv. IDS is still accepting proposal requests for the IDS Project conference in July (virtual).
    v.   IC's compressed semester/year is planned to start October 5th, with only a weekend for Fall break and Thanksgiving Day and the following day for Thanksgiving break. Christmas will be only two weeks, with first semester finals to follow immediately upon returning. They are hoping students will not travel during breaks, and IC plans to provide incentives to encourage that.
  - Sarah –
    i.   Their statistics show borrowing was surprisingly down, after the students left campus and through the end of the semester.
    ii. ILLiad has been updated to 9.1. They are now working on creating/updating to the new webpages to make it easier for patrons to navigate using different devices.
  - Lorie –
    i.   The public libraries in their system are not doing any type of resource sharing – even among the libraries in their own system.
    ii. They will attempt to start curbside pick-up the week of 6/29 – 7/5 to see how it works. If successful, they can begin to implement it until the libraries reopen.
    iii. Some libraries may have a harder time with pick-up locations, as parking may be a problem for this service. Ideally, they would love for each library to have two locations for pick-up and drop-off.
    iv. Their summer hit is usually the Summer Reading groups, but this year it would have to be a virtual program. They are attempting to come up with "summer kits" to distribute.
    v.   Other issues they are finding – many small, public libraries have limited hours, so many of them will have make to appointments for people coming to the library. When these small libraries are open, they will have an issue as space is tight and guidelines include arranging for social distancing, and only allowing a certain % of people in a space at one time. Also, if these libraries

have limited physical space, it makes finding a place for receiving books and allowing them time to "disinfect" before staff touches the items, difficult.

      vi. STLS sourced and provided PPE for the first week for each of its libraries when they open. After the first week, it will be the responsibility of each individual library to supply their own.

      vii. Their office will open to staff in July, with staggered, limited staffing. The staff are still working from home.

      viii. They are already set-up for social distancing measures and communications on returning have been transparent and open.

- Noah –
  - i. Still not doing any resource sharing of physical materials. They are waiting on the IMLS/Battelle study conclusions/best practices to be released, to see how long virus lives on different types of surfaces and how to clean.
  - ii. Reopening plans for the college remain fluid.
  - iii. Hoping to have students back in the Fall, but there will still be numerous classes offered online.
  - iv. Staff will trickle back into the library over the summer months – a staggered process of having them return.
  - v. Installing plastic shields/barrier at circulation desk as protection for staff and patrons.

- Caitlin –
  - i. Cornell still has no plans for when staff will return to the building.
  - ii. They were already doing curb-side pick-up prior to shut down, so it will be easy to resume.
  - iii. Their ILL stats from when the students went home and instruction went online, also declined.
  - iv. Have joined the OCLC RSCVD pod -
    1. Olin & the Annex will be where items can be returned.
    2. Olin & Mann will be where items can be picked up.
  - v. They also updated to ILLiad 9.1 and are working to set up the website.
  - vi. Working with IT to be able to put through full eBooks via ILL, even if a request comes through only for part of it.
  - vii. COVID-19 work-around: If an Instructor needs a book that is only available in print, and it is for a class – the request will be sent to the liaison librarian who vets it and determines whether to purchase it or not. If it is purchased, it is sent straight from the vendor to the faculty member and is only "checked out" in ILLiad, not in the catalog (as it is not in there yet). At the end of the semester, the faculty member can return it to the library or keep it for their collection/use. If it is returned to the library – it is then cataloged and barcoded.

- Virgilio –
  - i. Question for the group – what about the masks with the clear mouth pieces? Not only for those targeting those who serve *hearing impaired*. We all benefit in being able to see more of each other's faces, such as smiles, so it is for accessibility for *all*. As this is in line with our DEI initiatives, Molly offered to investigate the cost of these and how much they would be if purchased in bulk.
  - ii. It was suggested that perhaps face shields would allow people to see each other's faces if used instead of masks.

- **Open RS Zoom meetings:**

  - The committee agreed to continue the meetings every two weeks until they are no longer needed. We have found they have been a great way for our members to network and bring together people from different groups and institutions and have them collaborate. We will move the meetings from Friday to Tuesday's at 1 PM on the week we do not host Member Meet-Ups at that time.

- **Needs-Assessment Survey:**

  - Molly completed edits to Resource Sharing survey, both in the Google doc and in Survey Monkey. We understand that this survey is time sensitive for the Plan of Service but:
    - i. With COVID-19 continuing to alter our everyday life and how we work, will that skew the results of this survey? Will people not respond to it?

   ii. Would a survey with more timely questions give us more data to learn from, even though it is supposed to inform the Plan of Service for the next 4 years?

   iii. Do we add, to the original survey, questions such as: "In an emergency situation, such as COVID-19, what kind of services would you like SCRLC to offer/assist with?" or "How can SCRLC assist you during an emergency situation, such as COVID-19?".

   iv. Virgilio suggested we ask Mary-Carol, and possibly the Board, for her/their thoughts & direction.

- **User Group Meeting:**

  - Molly will email Anna (CLRC) to see if they are still interested in doing this with us/what they are thinking/where they are, etc.
  - It will be virtual. For Ithaca College, September would be ideal, as the student do not return until October.
  - Virgilio asked if we could offer it for free since we will not be paying for food or a venue. He reminded us all members are struggling with budgets.
  - He also asked if it could be open to all the councils (since it will be virtual and possibly free). It would allow us to offer it to a wider audience.

The next meeting will be held in June – Molly will send out a Doodle poll.

Notes taken by Molly Brown.