1. Nancy reported that she and Tom Teper were meeting with all staff in the current and former IAS units. Marek commented that these interviews were the only time that staff who have been transferred to other units had been asked how they were doing. He noted that it is important for staff to have that kind of opportunity for talking about the transfer process.

2. Marek noted that the Working Group on Collections and Space will survey libraries and teaching faculty about their needs in the new location for shelving, space, linear footage to accommodate collections, and so on.

It was suggested that the Staffing Working Group (WG) visit the English Library at its next meeting to review the space available for staffing. Marek offered to host this visit in his capacity as Interim English Librarian.

Staffing WG members pointed out that we need to know what the Working Group on Services is planning to recommend in order to help identify appropriate staffing levels. Nancy will contact Lynne Rudasill for this information. (A message was sent to Lynne on 1/27/10 and a response is pending).

It was noted that there is a freeze on federal government spending. The question of whether or not this will affect Title VIII funding will be brought to Helen Sullivan since this could affect staffing and service issues.

Working Group members will consider whether we need to suggest different staffing scenarios, including one that addresses core, critical staffing for the proposed IAS Library.

Given the budget issues and likelihood of some positions remaining unfilled, it was suggested that it would be helpful to know if there are personnel in other units, particularly technical services units, who have language expertise in the areas served by IAS.

3. The meeting adjourned at 11:35am; future meeting dates are February 2, 9, 16; March 2, 9.