

Council on the Libraries
Minutes of Meeting held on February 11, 2013

Location: Records Management, 56 Etna Road, Lebanon

Members Present: Robert Graves (chair), Jeffrey Horrell , Douglas Irwin, Eliz Kirk, James LaBelle, Mark McPeek, David Seaman, Jennifer Taxman , Ellen Waite-Franzen

Invited Guests: Laura Cousineau, Wess Jolley

1. Meeting opened at 12:10 with Introduction of Council Members.
2. Minutes of the January 8, 2013 Council Meeting were read and approved.
3. Bob Graves and Jeff Horrell gave an update on the Open Access resolution discussed at a recent meeting of the Academic Planning Council (APC). Adjustments to the wording making “opt out” more explicit were noted as based on the comments from the APC. The sense of the APC was one of taking this resolution forward to each of the faculties and meetings with appropriate deans are in place to begin that process.
4. Laura Cousineau, Director of Biomedical Libraries, provided an overview of the North Campus Academic Center Planning.

There are both interim plans and longer term plans involved. Interim plans for the Biomedical Library include space at 37 Dewey Road. This space is office and work spaces but does not include stacks. Physical materials supporting faculty and students will be available at 56 Etna Road and brought to campus as need with a rapid delivery turnaround process.

Longer term plans involve a new building (NCAC) which, at 122,000 gross square feet, will house a number of campus units besides the Biomedical Library; these include TDI, TDC, Sociology, Anthropology, Geography, potentially the Geisel School of Medicine administrative offices, as well as classrooms.

5. Wess Jolley provided an overview of the Records Management processes and spaces. There are over 36,000 boxes storing over 1200 different record types stored at 56 Etna Road. Each record has a retention cycle requirement that can vary from 1 to 100 years. There are two courier runs daily to the campus.
6. The Council Members present then reviewed the physical spaces of the area.
7. Meeting adjourned at 1:35 pm.

Next Meeting: Monday, March 11, 2013