

# Education City Library Directors (ECLDC) Meeting

## Minutes of Meeting

<b>Subject</b>	Business Meeting	<b>Date</b>	3 December 2020
<b>Time</b>	10:00am – 11:00am	<b>Location</b>	Virtual

<b>Attendees:</b> <ol style="list-style-type: none"> <li>1. Jamie Gray (WCM-Q), Chair</li> <li>2. Teresa MacGregor (CMU-Q), Secretary</li> <li>3. Donna Hanson (GU-Q)</li> <li>4. Keltie Ross (GU-Q)</li> <li>5. Mark Paul (NU-Q)</li> <li>6. Katia Medawar (QNL)</li> <li>7. Shaun Torres (TAMU-Q)</li> <li>8. Amy Andres (VCUarts-Q)</li> </ol>	<b>Regrets:</b> <ol style="list-style-type: none"> <li>1. Hassan Sheikh (Sidra)</li> </ol>
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Item	Description	Action	Target Date	Action Party
<b>1</b>	<b>Minutes from Previous Meeting</b>			
	Review and approval of minutes from 1 October 2020	Reviewed by members present and approved		All TMac to send document to Shaun for archiving
<b>2</b>	<b>Old Business (Action items from last minutes)</b>			
	None			
<b>3</b>	<b>New Business (Call for agenda items)</b>			
	None			
<b>2</b>	<b>Additional Business</b>			
	Donna's last day is 10 December. She will be missed!  Keltie will attend these meetings for GU-Q going forward as a replacement Director will not be hired immediately.			TMac to ask Shaun to add Keltie to the distribution list
<b>4</b>	<b>Round-Table Updates (All)</b>			
<b>GUQ</b>	<p>UCL-Q is completely out of the building (people, books, and catalog records). GU-Q is moving into the third floor.</p> <p>Second floor is still closed to students. Still not many students using the library (highest number = 11!). For Spring, removing one-way system where applicable and trying to make the space/access more user-friendly for students as attendance is nowhere near the 99-person limit.</p> <p>Purchasing lots of books/e-books as we approach the end of the QF budget year.</p>			
<b>WCMQ</b>	<p>No real operational changes for Spring; continuing appointment system. Transition to Alma is going well; go live in early 2021. Library Wednesday's "bite-sized learning series" going well.</p> <p>Current status of student visits to the library = sporadic and low.</p>			

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<b>VCUQ</b>	<p>Both libraries open in Spring. Will use an appointment system (so users have proof of business in the building), but will also accept walk-ins. Innovative Media Studios will revert back to normal booking system. Writing Center still virtual. Almost 30 class sections scheduled to occur in person, but unclear whether or not the students will participate in person.</p> <p>Dean announced schoolwide budget cut yesterday. Library is prepared with four different scenarios.</p>			
<b>QNL</b>	<p>Will likely open on weekends starting in January (Fridays 4-8pm; Saturdays as per weekdays). Will also maybe allow children to enter the library. Shelves still closed, but Access Services is pushing to open them. Booking system remains in place. Also in January, increasing from 200 to 300 people per slot. Now AM slot is not full, but both PM slots are always fully booked.</p> <p>All staff are back to work in the building (with a few health exceptions). "Life is back in the library!"</p> <p>Looking for an Executive Director, but getting good representation by QNL President H.E. Hamad Al-Kuwari.</p> <p>Stopped extending due dates in October and sent a 1 November notice to all users that caused a traffic jam on EC. 20,000 (of 27,000) items returned in three weeks!</p> <p>Come by to see the digital exhibit on the totems about Arabic cinema.</p>			
<b>TAMUQ</b>	<p>Until a new Director is hired, library reports to Joseph Ura, head of the Liberal Arts program.</p> <p>Library has 3 ½ employees, with 1 person on personal leave, so just 2 ½ employees in Spring. Therefore, the library desk will remain closed. Material pickups by appointment only.</p>			
<b>NUQ</b>	<p>Still experiencing issues with the Qatar goods and services tax. E-books may be taxable; depends on access (unlimited/perpetual versus limited/temporary). Also, all vendors must be approved by main campus before purchase/payment, including local vendors.</p> <p>Spring semester will be hybrid. Library pass system will continue, but worry that students book to visit the library in order to use other spaces in the building. Usually no more than 8 students book per day, but fewer show up.</p> <p>Dean announced schoolwide budget cut.</p>			
<b>CMUQ</b>	<p>Usually fewer than 5 students in the library on any given day. Hoping that building access restrictions will be lifted in Spring to encourage more students to come to the building. Considering ways to entice students back (rubber duckie races in the courtyard fountain?).</p> <p>Spring semester will be hybrid, with the Dean pushing for at least one in-person experience per week for each class.</p> <p>Library closing last two weeks of December with the entire Library team on vacation. Woo hoo! (Of course, TMac will still check email. Boo hoo!)</p>			
<b>5</b>	<b>Next meeting date and location</b>			
	Thursday 25 February 10:00am-Noon			GU-Q: If possible to meet in person  WCM-Q: If virtual