

Librarians' Meeting Minutes
February 25, 2020, 2:30 p.m. – 4:00 p.m.

Present: Lana Wong, Seth Daugherty, Linda Martin; Barbara Sproat; Alice Ho

AGENDA ITEM	DISCUSSION	ACTION
Review the Annual Plan	The Annual Plan was reviewed.	Seth will make edits to the Annual Plan and send the updated plan to the librarians for approval.
Cranium Café Presentation by Amanda Carpenter	<p>Features and possible concerns:</p> <ul style="list-style-type: none"> ● A generic library account is used to log-in to Cranium Café. Cranium Café is a Web based chat service platform. ● Many departments on campus are already using Cranium Café successfully to communicate with students ● Students must log-in to use Cranium Café ● A patron/student can log-in with their Canvas account or as a guest ● Screen sharing is possible, as well as video conferencing ● A 'card' would be embedded on the library homepage to replace the chat service we are currently using 	<p>Amanda will send out an email to all librarians with login information. Librarians will test Cranium Café for several weeks and then make a decision to go live on the library website. At that point Seth will train the adjuncts on how to use it.</p>
ArcGIS Computer Software	Currently the software is available in the SIZ on two of the PC computers: computer #1 and Computer #2.	IT to install ArcGIS on several more SIZ computers in the coming weeks.

The next Librarians' meeting will be held Tuesday, March 10, at 2:30pm