

**MINUTES OF THE BRACKEN HEALTH SCIENCES LIBRARY
ADVISORY COMMITTEE MEETING
Thursday, February 7, 2013 3:30 p.m.**

Present: M. Armitage, D. Hurlbut (Chair), S. Maranda, K. McCormick, L. Scott, A. Smithers, I. Vrabac, J. Xu
Regrets: D. Andrew, G. Blohm, D. Edge, L. Flynn, A. Nazerali-Maitland, J. van de Ven-Dantes, M. Villeneuve

Roundtable introductions were made.

1. Agenda

The Agenda was approved as circulated.

2. Minutes of Meeting of October 24, 2012

The Minutes were approved.

3. Feedback from Student Representatives

- Bracken Library Facebook page is getting lots of “likes”.
- Positive feedback re. Stress Relief (exam) snacks provided to students.
- Question regarding the inter-library book retrieval service: books can be requested from other campus libraries and delivered to a particular library location. The service is available to anyone; more information can be found here:

<http://library.queensu.ca/services/interlibrary/book-retrieval>

4. Feedback from Faculty Representatives

- D. Hurlbut reported that he received an email from M. Villeneuve which included feedback from a faculty member (School of Rehab. Therapy). The feedback was read aloud. It was very positive and included a thank you to Bracken Library staff for “their commitment to providing the best possible service/services”. M. Villeneuve asked in her email whether there is an award to recognize outstanding librarians. S. Maranda and L. Scott responded that the Canadian Health Libraries Association does give an award annually. The Queen’s University Library has a peer recognition award that is available annually.

5. Business Arising

- Changes to Terms of Reference letter. The letter was written in October and is to be presented at today’s Faculty Board meeting. (a copy of the letter will be distributed with the Minutes of this meeting). S. Maranda will attend the Faculty Board meeting to answer any questions that might arise from the proposed changes.
- Room booking issues: The issues have not yet been resolved but hopefully will be by next September. In the meantime anyone having trouble booking rooms in Bracken Library should go to the Circulation Desk during the weekdays and a staff member will assist them.

- Food and Drink Policy: The library has changed the signage relating to its Food and Drink policy. The hope is that it explains the need for the restrictions that are in place and that this will help library users make informed snack choices while using the library. There is also the issue of enforcement. Commissionaires who work some hours every evening are very diligent in enforcing the rules that they have been asked to enforce. It is hoped that library users will respect that the Commissionaires are doing their job. During the day time the staff are busy with other duties and are not able to be as diligent when enforcing the policy. Self-monitoring is encouraged by library users.
- Stress Relief week. The food items were much appreciated as evidenced by the feedback the Library received. Other Queen's Libraries participated this year. Bracken and Engineering Sciences Libraries began offering Stress Relief activities last year.

6. **Library & Archives Master Plan (LAMP)**

S. Maranda

The Queen's LAMP steering committee is working with expert consultants to develop a master plan for the future of Queen's Library and Archives. This master plan will not only focus on space needs (as it relates to space for collections, study, learning and research) but also explore and give direction to the library and the archives regarding collaborations, services and staff, and improved support for new technologies. S. Maranda is a member of the committee. The committee has provided opportunities for consultation with and input from stakeholders within the Queen's community. Their report is due in June 2013. Unfortunately the turnout for at least some of the focus groups has not been high. M. Villeneuve and D. Hurlbut attended one of the faculty focus group sessions on November 29, 2012. There is still time to give your input by either:

- emailing your thoughts to D. Hurlbut: hurlbutd@kgh.kari.net
- going to the following website: <http://www.queensu.ca/connect/lamp>

7. **e-Book feedback from members**

S. Maranda

Feedback was solicited from members regarding e-Book preferences. The Library wants to know if e-Books are useful and whether budget dollars should be spent on them vs. print books. Some members felt that while e-Journals were very useful, e-Books were not so desired. Many prefer to buy the texts in print format because they need to continually refer to them. Other members felt that certain e-Books would be useful, particularly encyclopaedias and dictionaries.

8. **Collections Update**

A. Smithers

Two (2) Protocols products from Wiley-Blackwell were cancelled due to low usage. Other Queen's "protocol" products are: Cold Spring Harbor Protocols and Springer Protocols.

A power point presentation on e-book usage and assessment was given. Committee members were encouraged to provide feedback on whether to purchase the online format of Reference materials, when to purchase print, and to let the library know when proxy access to any online resource isn't working. Committee members were also encouraged to participate in the LibQual survey if they were randomly selected to receive the questionnaire.

9. **User Services Update**

S. Maranda

Nothing to report.

10. Outreach Update

S. Maranda

The Kingston, Frontenac, Lennox and Addington health unit as well as the Leeds, Grenville, Lanark district health unit have ceased their contracts with Bracken Library. The South East Community Care Access Centre has entered into a contract with Bracken Library for provision of Literature searches and Document Services. Kingston General Hospital is ending its contract with Bracken for Library Services as of the end of March.

11. Announcements

S. Maranda

Paola Durando, a Bracken Librarian, went to Bangladesh as part of the [ICACBR](#) (Queen's International Centre for the Advancement of Community-Based Rehabilitation) program. Her role was to help the librarian there to set up a virtual library. It was a very positive experience.

Meeting adjourned at 4:30 PM