

**Library Committee Meeting  
Minis room of the Lane Library  
Minutes, September 10, 2008**

**PRESENT:** Carol Andrews, Doug Frazier, Jennifer Lander, Joan Schwartz, Jennifer Zettler

**GUEST:** Patricia Coberly

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**CALL TO ORDER.** The meeting was called to order at 3:05 p.m.

**APPROVAL OF MINUTES.** The minutes of August 13, 2008 were approved as presented.

**AGENDA**

**I.** Trish Coberly distributed a Memorandum of Understanding that was put together by the Library Committee in February 2007. This memorandum outlined the conditions of the Ben Lee Memorial Scholarship endowment. The endowment was designated to provide support for AASU students who had completed courses in Library Media or Library Science. Because the Library Media program no longer exists, the conditions of endowment outlined in the Memorandum of Understanding will need to be amended. Doug Frazier has contacted Gail Rountree who will prepare this amendment which will allow for the repurposing of funds that will be used to purchase books that will bear a book plate to memorialize Byung Moo "Ben" Lee. The committee agreed that purchasing books was an appropriate action. Doug Frazier, Joan Schwartz, and Michael Donahue will sign the amendment.

**II.** Both Jennifer Lander and Joan Schwartz reported on the Senate's recommendations for deadlines and procedures for revising the Library Committee's bylaws. We discussed and agreed upon changes and will submit the revised document to be forwarded to the Committee on Committees before December 2008.

**III.** Carol Andrews volunteered to participate in a brainstorming session to help generate ideas for the Library mission statement for SACS.

**IV.** Our next meeting will be held on November 12<sup>th</sup> at 3:00 in the Minis room of the Lane Library.

Meeting adjourned at 4:15 p.m.

Submitted by,

Jennifer Zettler