2017 Admin Council Report

Date

19 May 2017

Goals

- To prepare a short PowerPoint presentation to accompany the co-chairs' oral report
- To prepare a short written report to follow the presentation

Outline

1. **Restate Our Charge**
2. **State our Membership**
   a. Camille Andrews
   b. Nick Cappadona
   c. Tobi Hines
   d. Jim Morris-Knower
   e. Kelee Pacion
   f. Gabriel Plaine – co-chair
   g. Matt Ryan – co-chair
   h. Sara Wright
3. **Current Trends**
   a. Spaces (Matt)
      i. Stone Upgrade
      ii. Interview Room (reservable)
      iii. One-Button Studio
      iv. Simplified Agati booths in Bissett
   b. Marketing & Outreach
      i. Podcasts (Tobi)
      ii. Digital Signage
         1. Consultation Area (Tobi)
         2. Reservable room iPads (Nick and Matt)
         3. Elevator iPads (Matt)
         4. Joan Assistant & Kindle Paper White (Nick and Matt)
   c. Flip Book (Rare Book) (Gabe)
   d. Assessment & User Feedback
      i. Data Dashboard (Nick)
      ii. 360 Camera (Gabe & Tobi)
4. **General Recommendations**
      i. Emphasis on using the 360 Camera
         1. Record Events
         2. Live Stream
   b. Purchase Interactive Display
      i. Rare Books
      ii. New Books
      iii. Promote Library Events
   c. Getting all Group Rooms on LibCAL (Sara & Tobi)
      i. Doors - $$$?
      ii. Electrical Work - $$$?
      iii. Get necessary quotes ($?)
   d. Graduate Study Area redesign (Sara)
5. **What we would like from Admin Council**
   a. Direction
      i. Align MaLT focus with Mann administrative goals
      ii. Pick specific project for year-long effort
   b. Money
      i. Graduate Study Area
      ii. Group Room re-configuration (doors and signage)
      iii. Waist-high Interactive Display (~$3000)

Action items

Each Sections needs to answer the following questions:

- What is it?
- How is it useful?
- What have we done?

- What are our future plans, if any?
- If relevant, include an image (jpg) or request that I take one of any particular area. This is for the PowerPoint presentation.

- [x] user-177d6 prepare a section for Spaces, iPads 08 Jun 2017

- [x] Tobi Hines prepare a section for Consultation Area, Podcasts, and 360 Camera 08 Jun 2017

- [x] Gabriel R. Plaine prepare a section for Flipbooks and 360 Camera 08 Jun 2017

- [x] user-b028b prepare a section for Joan assistant and Kindle Paper White failure, Data Dashboard, and reservable ipads and spaces 08 Jun 2017

- [x] user-b509a prepare a section for putting group rooms on LibCal and the graduate study area 08 Jun 2017

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- What are our future plans, if any?
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