

## LPOG general meeting agenda and minutes from Dec. 1, 2017

### Announcements:

- Room 327 has changed from NO block classes to available for block classes. We are also making one room available classes that meet from 9:00 a.m. – 3:00 p.m. during blocks 3, 4, 6, 7 & 8, either 327 or 411/412.
- Weston reported on the program that measures computer usage. The computer on the 4<sup>th</sup> floor has been used for as many hours as all the computers combined on the 3<sup>th</sup> floor. Given that data, 6 computers on the 3<sup>rd</sup> floor will be removed, 4 computers from the 2<sup>nd</sup> floor will be removed and the first floor is remaining as is.
- The Swarms, Scholarly Writing and Research Mornings group, sponsored by the Crown Faculty Center, appears to be quite a success. They meet in the Julie Penrose Reading room on Tuesday mornings from 8:30 – 11:00 or Thursday mornings from 8:00 – 9:00 a.m.
- McKinley is working on booking a room for a Thesis cohort for blocks 5 – 8. More information will be available soon.
- LVW is still programming the room technology. The room reservation display panels are not working and no word as to when it might work.
- Question from Meg about clocks. Why are there no clocks in the building? Jenn made a note and will follow-up. Having clocks available would not only be convenient for staff and patrons, it will assist in the closing of the building at night.
- Question about Research Desk signage. JoAnn and Jenn will follow up with Chris and Felix.

### Agenda:

#### Space change requests – next steps

- The book return bins in both the Garden Level and 3<sup>rd</sup> floor Art Collection will move forward after placement of bins has been decided.
- The Advising Hub's request to change their area by rearranging furniture, remove the front portion of the desk in the reception area as well as the cabinets on the south wall and purchase a literature rack. These improvement will be paid for from the Dean's Office. Cascaded computers (2) that will be removed from open areas (floors 2 & 3) can be set up along the back counter. There was support for this proposal. An idea was floated about whether the pocket doors that lead into room 231 might also be permanently closed in order to provide additional wall space usage for the Hub.
- The Research Desk rotation request had support. It would cost approximately 5-7K and would not be covered by project funds, so I would have to be funded internally.

#### Furniture update

Gili and Natasha reviewed the furniture layout on each floor and rearranged some of the furniture.

- 36 more chairs and additional tables were recommended for the second floor
- Chairs for around the Map Room table have been ordered
- Missing furniture such as the panels in the Library's Tech Services office, Marianne's desk return, carrels, carrel lights have not fallen off the radar. Jenn is awaiting a reply from the furniture company.
- Whiteboards – Jenn is awaiting a quote from facilities. Chris indicated that they do not have the funds to cover these but would be willing to perhaps split the cost. JoAnn will/might discuss with Dean Wong

Assessment – planning for “Listening Sessions” in Half Block using the IDEO model. LPOG core is looking for people to help organize the sessions and craft questions. Input and invitations will be coming. The Theme will be based around spaces, service and student support.

