## Agenda Item | Summary of Discussion | Action (If Required) | Completion Timeline | Assigned to:
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Approval of the Minutes | Amanda moved that the minutes for April be approved. Marta seconded. | | | 
Welcome to new committee members | New committee members were welcomed. | | | 
Circulation of plate books | This item was tabled to the next meeting. | | | 
Lending library | Sandy reported on the new lottery system developed for the textbook lending library at the beginning of fall semester. Students picked up a ticket the day of and the day before textbook lending library opened. There were 875 students on the first day. Students still stood in line; this is a phenomenon that the lottery is trying to do away with. There was a problem with parents trying to control the situation, and there were suggestions made for how the mitigate the parental involvement in textbook lending. | | | 
Book ordering deadlines | Sandy said that she would have a budget prepared for the next meeting. She encouraged committee members and their constituents to have book orders in by December, so that the library can get orders to vendors by March or April | Order books | December 2013 | Ventura College Faculty |
Library fundraising event | Ayanna was planning to meet with Norbert to get ideas about the library fundraising event. One thing to keep in mind is who our target audience will be. One idea would be to have two events, one for big spenders and one for students. Another thing to keep in mind is the purpose for raising money. Several ideas for the funds were floated, such as raising money for the McNaughton Collection, raising funds for e-books or an electronic magazine subscription service, or hosting a speaker | Meet with Norbert | August 2013 | Ayanna |
series. Key phrases such as “strengthening the core of the library” and “planning for the future” were touted as especially important. A spoken word open mic night was suggested as a potential fundraiser.

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<tr>
<th>Muslim Journeys: Let’s Talk About It grant and Muslim Journeys Bookshelf</th>
<th>Ayanna gave more details about the Muslim Journeys: Let’s Talk About It grant, which entails a 5-part series of book talks centered around a group of themed books. These books are pre-chosen from the group of 25 books that comprise the Muslim Journeys Bookshelf that the library received as part of the grant from the National Endowment for the Humanities and the American Library Association. Programming will start in September and end in March or April.</th>
<th>Let’s Talk About It and Muslim Journeys Programming</th>
<th>September 2013-April 2014</th>
<th>Ayanna</th>
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<tr>
<td>Other Business: Student Attack</td>
<td>On the morning of August 29th, a student, angry that he had been asked to not use library facilities due to his bullying of the library’s student workers, barged behind the Circulation Desk and attempted to lunge at one of our Circulation staff workers. He was held off by a student worker, and was talked to by staff until Campus Police showed up. He was eventually escorted off of campus. This event, coupled with several other events on campus, has indicated the need for better security in the library, either through the presence of Campus Police on a regular basis, or through the use of security cameras. Several options were discussed, as were possible actions that could prevent further retaliation by the student against the staff. It was suggested that the library ask Moorpark and Oxnard about their security.</td>
<td>Ask Moorpark and Oxnard College Libraries about security</td>
<td>Fall 2013</td>
<td>Library staff or Sandy</td>
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<td>Other Business: Laptop Update</td>
<td>Ayanna reported that LRC205 finally had new laptops installed, at the end of Summer 2013. In addition, the wireless access points were adjusted so that the laptops worked well with them exclusively. The laptops were working well within the room, as a result. Much praise was extended to Dan McMichael and Grant Jones.</td>
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Respectfully submitted,

Ayanna Gaines, Chair