

Library Environmental Committee Meeting August 24, 2010 – 11am

Present: Mike U. (Chair), Heidi S. (Minutes), Susan K., Michelle A., Elida M., Hsiang-Ping C.
Regrets: Susie G., Kate O., Kriss O., Stephanie P.

1. Agenda was approved.
2. LEC Wiki and Intranet -LEC Wiki is up and public, but needs a lot more content added: <http://www.lib.msu.edu/about/>. -Susan agreed to take the lead on creating/organizing content the Resources section. Heidi will continue to add any old minutes/ecograms she can find in her email or the public outlook folder. -We'll keep the LEC intranet page up, but will only update the homepage, which lists our meetings and members. For all other resources, we'll link to our wiki. -Heidi will provide some wiki training at the next LEC meeting.
3. Promoting Recycling to MSUL Staff -Due to the positive feedback about the recycling board displayed at the Ice Cream Social, we decided to continue featuring this board at other library staff events (LFA, Spring Tea, etc). It would be nice to have our own board so we wouldn't have to borrow from Lauren O/Office of Campus Sustainability. Heidi will contact Lauren about borrowing the board for the next LFA meeting, and will also ask about price. -Michelle A. will be presenting recycling info at the next Branches meeting.
4. Fall Speaker Series Update – Kate and Kriss were both out, Mike will touch base with them about our fall speakers and getting PR information to Ruth Ann.
5. New Employee Orientation Update – LEC would like to see the language on the New Orientation checklist for new library staff to be changed. We'd like to have the new employee meet with someone from LEC, rather than just go to a link (the current link is outdated/incorrect). Mike U. will talk to Diane about getting both checklists changed.
6. Michigan/Grand River Avenue Transportation Study – There will be a meeting on campus in late September. Mike will pass along dates/info as they become available.
7. New business – none
8. EcoGram topic -Heidi will send an EcoGram with local farmers market info by Friday.
9. Next Meeting: September 28th, 11am. -Chair: Michelle A., Minutes: Mike U.