

Library Environmental Committee meeting, April 24, 2018

Chair: Susan

Minutes: Tim

Present: Susan, Tim, Pat, Stephanie, Eric, Sarah, Loretta, Lisa, Jonah

1. Discussion of what a new University Librarian might mean for LEC
  - a. We want to ensure that LEC is on UL's radar sometime soon after their arrival. New UL will likely undertake a series of meetings/contacts with units, committees, etc. LEC should be prepared with succinct descriptions of our activities and accomplishments, and invite their ideas.
  - b. Following from this discussion, how can we improve our archiving practices for our past events and activities? Is there a way to automate this via LibCal?
    - i. Instructions from Jonah for retrieving LEC events from LibCal are posted at the end of the minutes.
2. Smart Commute program -- does it still exist? (Lisa)
  - . This was formerly an organized competition in which MSU participated. There is now a somewhat similar CATA program called CATA Clean Commute.
  - a. Thanks to Lisa for recent work to check and update links on the LEC website.
3. Review of Earth Day upcycling event (Eric)
  - . Successful event: 19 attendees. Over half were Library people; a handful were from outside the library.
  - a. Would be worthwhile to repeat the event in the future.
4. Composting/recycling report?
  - . Jonah will seek recycling/composting statistics for the building; these will be useful for our initial meeting with new UL.
5. Pat and Tim departing LEC due to other commitments
  - . Susan will prepare an all-staff email to recruit new members in the weeks ahead.
  - a. Sarah will chair May meeting.
6. Event planning
  - . Discussion of potential film screening/film purchase: Following her review (prompted by a staff recommendation), Susan is planning to purchase the film *Hometown Habitat* for the Libraries, with an education license for classroom use. A screening would require purchasing a one-time license; this will require future consideration.
  - a. Consider the group Wild Ones as a potential event partner in the future.
7. Other business

The next meeting is Tuesday, 5/22/18. Chair: Sarah. Minutes: Lisa.

### Retrieving LEC events in LibCal (instructions from Jonah):

To count events in a particular LibCal series:

- Log into LibApps Dashboard <https://msu.libapps.com/libapps/login.php>
- Navigate to LibCal from the top-left (blue drop-down)
- Click "Stats" from the top navigation Calendar & Events
- Refine search parameters (especially Category, e.g. "Library Environmental Series") using drop-down menus

To find event titles and possibly descriptions:

- Go to Calendars
- Click Library Events, Seminars & Workshops
- Count, by month, events of the corresponding color, being sure to double check that each is not from a different category that happens to be the same color. If counting emerald-green Library Environmental Series as well as other series with which LEC may be involved, be aware that color codes may vary.