

## Arthur Public Services Meeting, Special session

September 29, 2009

The Arthur Public Services Committee met September 4, 2009, at The Missouri State Library in Jefferson City, Missouri, for a special session. Those attending were: Kat Barden, Lucia D'Agostino, Sarah Irwin, Lois Marshall, and Nina Stawski.

Sarah mentioned that the committee Chairs can now update individual committee member information without going through the MCO office to edit the information.

The committee met to finish editing the Arthur FAQ document. Sarah Irwin had revised the draft of the FAQ from the first round of changes that committee members had agreed upon. The special session was called to edit the second half of the document.

As Reserve listings for professors and courses do not necessarily appear on every Arthur member Library's web page, nor are electronic reserves listed either, it was decided that for purposes of the FAQ people should be instructed to contact their individual library for information about Reserves.

The Missouri Department of Transportation (MoDOT), is a partner with the State Library and they do appear on some Arthur member lists. Sarah will ask the MCO office to alter the "All Arthur" webpage so that MoDOT will appear as indented underneath the State Library listing. Also, in instances where they are listed, such as in the abbreviation listings and location listings, the acronym should appear as "MoDOT" with the lower case "o."

Sarah will also ask the MCO office if under the "Guided Searches" bar, "Keyword," under the "options for limiting your search," that the heading "Other Format" be changed to "Format." Some of the listings in the FAQ for format types will be also be altered or removed.

Changes have also been made to the information under "Library Visiting Policies," and updated for "Contact an Arthur Library" as well. After Sarah has revised the second half of the document the committee members will review it again for any further changes. The next Arthur Public Service Committee meeting will take place on February 12, 2010, at Stephens College Library from 2:00 pm-4:00 pm.

The meeting was adjourned at 3:30 PM.

Respectfully submitted,

Nina Stawski  
Hugh Stephens Library  
Stephens College  
1200 E. Broadway, box 2054  
Columbia, MO 65215  
Phone: (573) 876-7182  
Email: nstawski@stephens.edu