Meeting called to order at 1:30PM.

**Administrative Report** (Karen Griffin) – The book budget is due next week. Normally the book budget is allocated by FTE. However, Karen made a presentation with a new idea. She reviewed spending trends for the last four years and suggested instead of basing the 15-16 budget solely on FTE, that instead the budget would take the PDA ($5,000) funds directly from Dale Mabry.

Tollie Banker motioned that we accept the budget as proposed. Seconded by Adonis Amparo. The motion passed unanimously.

**DLTS Update**

**Database Discussion and Update** (Andrea Dufault) – Andrea provided an update on database spending. As of today’s date cluster has spent $54,091.72.

**Book Budget** (Jackie del Val) Cluster has spent approximately $2000 dollars for the PDA. There is $1,084 left in the budget. Jackie asked if cluster wanted to suspend the account now or have a campus add to make up for the difference since Brandon and SouthShore are out of funds.

Plant City, Ybor, and Dale Mabry proposed to pick up the additional cost for the rest of the semester.

Kristin Heathcock made a motion that Ybor, Dale Mabry and Plant City contribute a $1000 dollars each and that the account be suspended on May 12th. Seconded by Ilene Frank. The motion passed unanimously.

**Old Business** – None at this time.
New Business

Reference Statistics Update/Google form tracking (Kristin Heathcock/Adonis Amparo) Kristin contacted CJC. Most respondents did track reference questions using different software. These included Gimlet, LibAnswer (LibQuestions), Google Doc, and DeskTracker. Tracking included types of question and the amount of time each question took to answer.

Adonis contacted DeskTracker. They offer a single and multiple desk software. The only difference between the two is capabilities. The multiple desk software has more functionality. An annual license for the single desk version is $895. The multiple desk software is $1,400.

SouthShore, Ybor and Plant City have agreed to run a month long pilot using the free program.

Library Impact Survey (Adonis Amparo/Tollie Banker) Adonis and Tollie are close to completing the Survey. They are currently waiting on surveys from one library.

Ask-A-Librarian in 2015-16 (Alicia Ellison) After almost 9 years in this role, Alicia is relinquishing her position as Ask-A-Librarian site coordinator. In the Fall, Alicia suggests that instead of scheduling our normal Thursday hours that the remaining members work when they can, at least during the first few weeks of the semester-then schedule later. Kristin volunteered to be the HCC site coordinator. Alicia said that with the greater functionality provided by the new AskALibrarian software - Springshare’s LibAnswers/LibChat - there will be more administrative work. Therefore, Alicia suggested that HCC have two co-site coordinators, which this new system allows. Tollie Banker volunteered to be co-site coordinator with Kristin.

Committee Reports

FITC (Kristin Heathcock, Ilene Frank) – None at this time

Student Success (Jacquelyn Cress) – None at this time.

Practice Issues (Alicia Ellison) – Alicia tried to help a student who was having difficulty with key word searches. Alicia suggested that the HCC Libraries Search Box include a help aid for choosing keywords. Other academic library websites include such aids - for example, MIT's.

Meeting adjourned at 3:30PM.