

**MLS REFERENCE ADVISORY COMMITTEE  
MEETING MINUTES  
JUNE 13, 2007**

**WELCOME**

The MLS Reference Advisory Committee met at the Metropolitan Library System on Tuesday, June 13, 2007 at 2:00 p.m.

In attendance were:

Amy Affelt, Lexecon  
Sheri Daun-Bedford, Woodridge Public  
R. Toby Greenwalt, Westmont Public Library  
Victoria Maxwell, Saint Isaac Jogues School  
Melissa Rice, Frankfort Public Library  
Leslie Warren, Moraine Valley Community College Library

- Absent: Melissa Gardner; Megan Heligas, Rebecca Scott, and Tatiana Weinstein

Cherie Calvin, David Seleb, and Gretel Stock-Kupperman were also in attendance.

**STATEMENT OF REFERENCE GUIDELINES**

**- Review**

Seleb reported on the following:

- The Statement of Reference Guidelines was shown to the MLS Board of Directors as an informational item.
- Guidelines were reviewed by the MLS Advisory Committee and received favorable feedback.
- Some members questioned why adherence to the guidelines was no longer mandated.
- Members were informed that the guidelines will still have value to the libraries and librarians because it is a useful document.
- Guidelines will be published in the July 11<sup>th</sup> issue of the MLS E-nnounce newsletter.

**- Discussion of next steps**

- Seleb asked the Committee for suggestions to introduce the guidelines.
- The Committee had the following suggestions:
  - The E-nnounce article should inform members of ways the guidelines can be helpful to them.

- Conduct a benchmarking survey.
- Use guidelines for online discussions forums (i.e., mailings lists, refile, reference Wiki) and archive the conversations.
- Bring guidelines to zone meetings.

## **CORE LISTS**

### **- Committees**

- Seleb stated he received recommendations from Daun-Bedford and Warren regarding individuals to serve on a committee to work on the lists.
- Maxwell stated she has formed a group and looking for an additional person from a K-2 building.
- Seleb asked if it was decided that one committee, consisting of reference librarians from all library types, would be established to work on a common document.
- Daun-Bedford stated she thought the Committee decided there was value in having separate lists because the general list was not meeting the needs of the other groups.
- Warren stated that creating one general list would not be applicable to academic libraries.
- Affelt stated that a wiki format would work for special libraries.
- Daun-Bedford stated that the Youth Advisory Committee will make sure that the core list is kept up-to-date.
- Seleb asked would it be advisable to consolidate an adult and high school reference list into one document.
- Maxwell replied the lists should be separate.
- Greenwalt stated that striking a balance between print and electronic resources is an issue that the Core List Committee will need to discuss; and that a wiki would be helpful in this instance.
- Stock-Kupperman stated that she will look at the tools MLS has to create this type of wiki. A wiki with a blog or discussion area is what should be used.
- Seleb stated that MLS is still searching for a Web and Internet Applications Development Consultant; and it's hard for MLS to move forward on some of these forums.
- Stock-Kupperman stated she will be presenting the **MLS reference wiki template** at a RASSL meeting for feedback.

### **- Process for Revision**

- Seleb asked the Committee to submit to him the names of individuals to work on revising the core lists.
- Daun-Bedford recommended **Susan McNeal-Marshall**.
- Warren recommended Joe Malarky.
- Seleb stated he would like for the core lists committee to create a charge and determine its vision.
- Daun-Bedford stated the lists should be in Dewey order because it's easier to read.
- Seleb stated the core lists committee should consist of 5 to 7 people.
- Seleb asked Melissa Rice, who was newly appointed to the Reference Advisory Committee and the Head of Adult Services at the Frankfort, to introduce herself.
- Committee members introduced themselves to Rice.

- Seleb asked the Committee to think about other activities to pursue or recommend specifically relating to the Charge (to develop CE training that would be useful to all MLS member types and to mentor librarians).
- Seleb asked for recommendations for reference workshops to incorporate into the MLS calendar.
- Seleb asked Stock-Kupperman about some of the reference workshops that have been scheduled.
- Stock Kupperman reported on the following workshops that MLS will offer:
  - Basic Reference Interview
  - Basic Collection Development
  - Legal Reference
  - Business Reference (targeting academics and special libraries)
  - Ask Away
  - Marketing
- Stock Kupperman stated she is trying to locate someone to teach a Science reference workshop and asked for suggestions.
- Warren suggested to Stock-Kupperman to contact the Argonne and **IMSA** library.
- Seleb stated the Supervisors' series will be held in the fall.
- Affelt suggested Laurie Zipper could teach a workshop on Patient Safety.
- Warren stated that a "How to do Assessments" workshop would be helpful.
- Maxwell suggested hosting a workshop **where high school librarians meet with elementary school librarians and college librarians meet with high school librarians and talk about what to expect in the area of information literacy.**
- Warren suggested MLS host workshop about State initiatives.
- Seleb asked for recommendations for mentoring workshops.
- The Committee suggested the following:
  - LTA courses that relate to real world experiences to determine what is missing from the LTA programs.
  - Offer an internship
  - Cross-type mentoring programs
- Seleb stated that a member library director suggested that MLS host a networking group for adult services and reference librarians who are supervisors to talk about problems and solutions.
- Seleb stated he would like to move forward on the suggestion from the member library director and asked the Committee if anyone would be interested in working with him on this endeavor and commit to attending one meeting a year.
- The Committee proposed that MLS host a supervisors mentoring group that would be beneficial for everyone.
- Seleb stated that a private consultant is hosting a networking group with assistant administrators in the MLS system to discuss and solve problems; and this is of interest to him.

**- Other**

- Stock-Kupperman reported that she and Warren are working with Moraine Valley Community College on developing a center for teaching and learning which is an online class that exposes librarians to the experience of being an online learner.
- Stock-Kupperman asked the Committee about their experiences with online learning.

- Some of the Committee members replied they have not received many requests or problems regarding online learning.
- Seleb asked the Committee about their interest in virtual reference.
- Rice stated their library is interested in virtual reference and thinking about using MEEBO.
- Seleb asked Rice to contact Debra Aggertt at the ISL and talk about the AskAway virtual reference program as an alternative to MEEBO.
- Greenwalt stated his library uses MEEBO because in AskAway when someone logs in they are not always talking to someone from their home library.
- Rice with was in agreement with Greenwalt and stated AskAway seemed like a middle man.
- Warren stated the questions their library receives are local. Their library chose not to use instant messaging because they use a philosophical approach to answering questions. Also based on their statistics, students tend be online between 9:00 p.m. and 1:00 a.m., when they are away from the campus. Their library will be revisiting the issue of using instant messaging.

### **NEXT MEETING**

The next meeting will be held in September.

Cherie will contact the Committee to confirm a meeting date and time.

### **ADJOURNMENT**

The meeting adjourned at 3:25 p.m.

Minutes prepared by,

Cherie Calvin,  
Executive Secretary