

## Library Committee Meeting, September 1982

Lehigh Valley Health Network

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MINUTES OF THE COMBINED MEETING  
OF THE  
MEDICAL LIBRARY COMMITTEE  
AND  
HOSPITAL EDUCATIONAL RESOURCES COMMITTEE  
SEPTEMBER 8, 1982

The meeting was called to order in the Allentown Hospital Association Cafeteria Conference Room at 12:30 by the chairman, Dr. Charles Gordon.

PRESENT:

Dr. C. Gordon  
Dr. A. Nedwich  
T. Isack  
D. Johnson

B. Smith  
S. Dornblaser  
B. Iobst

APPROVAL OF  
MATERIALS ON  
PERMANENT  
LOAN TO  
DEPARTMENT

The requests for Radiation Therapy department were not approved as the same materials exist in the Radiology department and they were not within the budgeted guidelines. The requests for the department of Pathology were approved. A motion was made by Deb Johnson and seconded by Bonnie Smith to approve the materials. (see appended list) The committee unanimously agreed.

APPROVAL OF  
LIBRARY  
PURCHASES

A motion was made by Dr. Gordon and seconded by Dr. Nedwich to approve the requests with some changes. (see appended list) The committees unanimously agreed.

LIBRARY  
SECURITY  
SYSTEM

Mrs. Iobst presented information on the following component parts of a library security system:

- 1) card access system for door security
- 2) videosecurity system for monitoring appearances of individuals entering and exiting the library.
- 3) book security system for notifying the library staff when someone has exited without properly checking out materials
- 4) still camera for taking snapshots of individuals exiting without properly checking out materials.

Dr. Gordon suggested that a proposal including specific financial and statistical information be presented to medical board. The appended fact sheet (see appendix A) was used to value the library facility and its holdings. The net worth exceeds \$500,000.

The combined library offers an expanded schedule of library hours, including four night a week, as well as Saturdays, but this does not preclude continued loss of materials through theft caused during and after normal hours, as well as damage to hardware and software that occurs during use of the facility during unsupervised hours.

Dr. Gordon suggested a system that would address both of these problems in order to allow physicians and residents unsupervised access to library resources and at the same time provide for the safety of the collection. The following two components will compliment each other to provide overall library security.

- 1) Security of Materials: The ideal security system for materials should be cost effective, selective, and respectful of privacy, and flexible enough to provide security for books, as well as other materials. A system exists at a reasonable price. The system would consist of a radio frequency or electromagnetic strip installed in each item, which would trip an audio sensor if it was removed from the library without being cancelled by supervisory personnel. After hours this would trip both the audio device, as well as a still camera. Such a system would cost in the range of \$5,000 to \$6,000.
- 2) Access: The ideal system again would allow authorized access to the library after hours to preselected individuals (physicians and residents and administration), would discreetly identify the user and be flexible enough to adapt to additional security roles throughout the hospital.

Such a system does exist. It is based on a programmable card access system with microprocessor, which could be tied into the camera system placed over each door, again to identify users after hours who enter or exit the library. Such a system would cost in the range of \$4,000 to \$6,000, but would be flexible enough to provide master access to other areas in the hospital again by coded entry cards, with the essential processor located in the library.

A motion was made by Dr. Gordon and seconded by Dr. Nedwich to recommend the following security system to Medical Board: The card access door security system and the check point security system coupled with a still camera. The committees unanimously agreed.

The meeting was adjourned at 1:30p.m.

Respectfully Submitted,

*Barbara J. Hobbs*