

Library Committee Meeting, October 1982

Lehigh Valley Health Network

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Allentown and Sacred Heart Hospital Center

P.O. Box 689 • 1200 South Cedar Crest Boulevard, Allentown, PA 18105

Minutes of the Health Sciences Library Committee

The A&SHHC Health Sciences Library Committee was called to order on October 14, 1982 at 9 a.m. in Classroom One.

PRESENT

D. Dimick, M.D.
D. Gaylor, M.D.
C. Gordon, M.D.
M.A. Hughes
T. Yarchesky
M.B. Paradowski, R.N.
B. Millenbruch, R.D.
R. Cipoletti

ABSENT

R. Allman, M.D.
S. Smith, R.N.
P. Knibbe, M.D.
B. Silverberg, M.D.
M. Gittleman, M.D.

EXCUSED

D. Morel, M.D.
Z. Lin, M.D.

Jack Gilbert, Management Engineer, discussed the floor plan proposed by himself and Carolyn Nippert for expansion of the library area to incorporate the now-vacant office between the library and the Board Room (floor plan attached). The rationale for using the added space as an office for the Library Director is outlined on the attached page entitled "Library Rearrangement".

Richard Cipoletti explained to the Committee that any structural changes to be made in the library must be started immediately because the Engineering Department will soon be starting the Lab. renovations, a project which will take all of their time for many months.

Dr. Dimick stated that he objected to the plan on the grounds that no user or shelving space would be gained. However, he agreed to the structural changes, and the motion to go forward with those changes was unanimously approved.

Mary Ann Hughes reported that she was gathering information for Carolyn Nippert on the security system which is being installed in the Allentown Hospital Library. It was pointed out that Bill Huber, Head of Security Department should be consulted on this matter.

The question of whether to approach the A&SHHC Medical Staff for a direct contribution for a special project (such as the security system or the acquisition of an educational microcomputer) or as "seed money" for an ongoing library support fund. The Committee elected the first route, and Dr. Gordon will contact Dr. Okunski, President of the Medical Staff, with project recommendations.

The meeting was adjourned at 10 a.m.

Mary Ann Hughes
Mary Ann Hughes
Acting Librarian



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LIBRARY REARRANGEMENT

INTRODUCTION

The library has acquired for its use the old "management engineering" office next to the Boardroom. Acquisition of this area gives an opportunity to significantly improve the functional layout of the library and to increase shelving space.

PRESENT DEFICIENCIES

The library as presently arranged has a poor functional layout. Communication between library staff is not easy. Study areas are next to work areas. Book shelves are spread out. Index books are not close to the index card file. There is no work area for the volunteers or other referencing the indexes.

ALTERNATIVES

With the acquisition of the new office the following options were considered:

1. Use the office as a speciality area. (e.g. audio-visual room)
2. Open the area as a work area or shelving area.
3. Use the office as a work area for the Library Director.

The last alternative is considered to have the greatest potential for functional improvement of the entire library operation.

ADVANTAGES OF CHOSEN ALTERNATIVE

Staff can be removed from the present enclosed office the walls of which can be removed, allowing radical layout changes. (see drawing) yielding the following benefits:

1. Relocation of audio-visual and study areas into a quiet area removed from staff activities.
2. Concentration of staff with easy access to each other.
3. Creation of a space featuring the index card file, index books and a work area for volunteers or other referencing books.
4. Concentration of book storage close to journal storage.
5. A secured office for the "MEDLINE" terminal.

Submitted by:

Jack Gilbert, Manager
MEDCO