

Library Council Minutes

November 27, 2025

1:00 pm - 2:30 pm

[Microsoft Teams](#)

Present: John Bayhi, Melissa Belvadi (Secy), Katelyn Browne, Rosie Le Faive, Sarah Leyenaar, Simon Lloyd (Chair), Melanie Leblanc Maclsaac, Keltie MacPhail, Deanelle Praise Magbanua, Keri McCaffrey, Kim Mears, Spencer Merz-Wood, Juanita Rossiter

Regrets: Courtney Matthews

Voting guidelines:

1. Support
2. Support with Reservations
3. Abstain/Stand Aside

As a general guideline, if 3 or more Council members vote to Stand Aside, Council should resume discussion, with the aim of crafting a recommendation that the group can more fully support.

4. Block. I am fundamentally opposed to this. See 7. Close of Discussion in the documentation
See the [current guidelines documentation](#) for more information

Territorial Acknowledgement

Agenda

- Approval of Agenda - approved without amendment
- Approval of Minutes ([October 30, 2025](#)) - modification needed regarding the student holistic quality assurance assessment being separate from the student tabling session that was done; Secretary will modify the minutes as per the provided correction/clarification and the Council will receive the updated minutes by end of Dec 8, and will evote by end of Fri Dec 12.
- Follow-up on Pre-Submitted Reports
 - UL followup on own report re Senate action regarding FYE, noting it was also in K. Browne's report; K. Browne shared that there will be consideration on how library instruction can reach students in programs that do not choose to continue the requirement
- Student Reports
 - Undergraduate students (D. Magbanua):
 - survey results,
 - complaints about noise in quiet zones and booking system no-shows, need more power outlets, broken chairs, need more whiteboards in single study rooms
 - Graduate students (M. Maclsaac)
 - had difficulty engaging students to complete the GSA survey so no results yet; S. Lloyd offered option to post signage with QR code to the survey around the library, possibly including at the service desk; D. Magbanua - could we put QR code on plastic wall at service Desk? S. Lloyd noted that the potential removal of those walls is under discussion already;
 - D. Magbanua noted that with regard to extended time for space, [some other place closed too early], ... again on theme of needing outlets for students to charge devices
 - K. Mears - could we add power strips to more study rooms until we can add via renovations; also could we include in renovations a way to close off top floor so very late study space without other library services in the main floor, no staffing
 - M. Belvadi asked about next steps in responding to this information; S. Lloyd will connect to the D. and M. to plan how to present to LC and/or the rest of the library to bring them forward; M. Belvadi noted that the student reps can also use the LC formal proposal process to add specific issues to the agenda for discussion/recommendation
- Post-Library Council CUPE (S. Merz-Wood, S. Leyenaar) - nothing to report
- Business arising from last meeting
 - Library Council policies (S. Lloyd, M. Belvadi)

- Review of process for unit reports:
 - change of scope and anonymization - discussion (based on experience w/ revised October reports); S. Lloyd will form a working group on unit reports
 - discussion and proposal for recommendation vote regarding fully public access to Library Council minutes; no sponsor and no motion was presented
- Consideration of not including Teams Chat during meeting to be part of formal minutes: very hard to include in appropriate sequence of discussion flow unless someone orally mentions one
 - except vote totals
 - what about links provided that become part of the oral discussion? proposal to leave inclusion to the Chair's discretion based on relevance to the minutes recorded
 - M. Belvadi made a formal proposal that all text messages are subject to being minuted in exactly the same terms as if it were spoken orally, and including links, and the above about the Chair's discretion;
 - question about deciding tough situations in aligning texts with oral discussion flow;
 - question about transparency being overall purpose, S. Lloyd yes;
 - K. Browne - what about future after this year when may not have recordings any more?; J. Bayhi noted that we could handle voting outside of chat
 - K. Mears - our minutes not intended as transcript; not everyone is comfortable with speaking aloud; sometimes we need to have fun, informal things; M. Belvadi clarified that chat text, informal or formal, would be treated just like the same types of communications done orally;
 - R. Le Faive questions if this is only for the current secretary term and will it be practical for a future secy to be able to align chat if neither it nor audio is saved; M. Belvadi noted that we can make that decision in August as we approach the change of secretary
 - M. Belvadi final version as voted on: a formal proposal that all text messages are subject to being minuted in exactly the same terms as if it were spoken orally, including links
 - vote for recommendation; chair/UL accepted the recommendation immediately
- Library internal communication (S. Lloyd) (follow up from October discussion about LC minutes)
 - Other channels of communication to consider:
 - formal internal e-newsletter
 - Library-wide Teams site "channels"
 - Possible resumption of "All library staff" monthly or quarterly meetings
 - Emails - to LC, or all library staff
 - S. Lloyd asked if we could use the Friday Forecast and adapt it to this purpose;
 - M. Belvadi suggested we leave it as is and do something else, also asked about its ephemerality
 - J. Rossiter noted that archiving FF is already on UASC radar
 - S. Lloyd indicated he would bring information to future meetings
- Addressless patrons response (S. Lloyd) - ... noting who did work on this, thank you
- Library Operations
 - Fundraising/Renovation Update (S. Lloyd)
 - Library Planning / Future Directions (S. Lloyd)
 - UL Transition - Update (S. Lloyd)
 - QA/External Review (S. Lloyd)
- New Items for Discussion or Proposals
 - Re-scheduling or cancellation of the December Library Council - S. Lloyd: will NOT be on Dec 25; option to move it to Dec 18, or cancel; recommendation vote was unanimous to cancel subject to the possibility of the UL needing to call one on an urgent basis if required
 - IslandScholar Proposed Purpose, Scope, and Goals (K. McCaffrey)

- K. McCaffrey: Revised formal statement, goal of this change is to make sure we include all content and functionality for the library's purpose not outside depts like UPEI Communications.
- K. Mears noted two kinds of content - citations and faculty profiles.
- J. Bayhi noted need clarification about use of it that we might not know about
- K. Browne: noted we do need this statement, will share minor grammatical issues outside of LC
- Discussion ran out of time, and with no actual disagreement but just procedural concerns, and given the need of that unit to proceed, the UL invoked his privilege to make the final decision now to adopt that new policy for IslandScholar.
- Library Policies
- Library Operations
 - Extended hours confirmation for end of Fall semester
- Library Planning / Future Directions
 - Library Budget (S. Lloyd)
- Roundtable
 - J. Bayhi - no
 - M. Belvadi - no
 - K. Browne - gone
 - M. MacIsaac - gone
 - K. McCaffrey - no
 - R. Le Faive - gone
 - S. Leyenaar - no
 - S. Lloyd (Chair) - may need to delay reopening of building in Jan because of renovation
 - K. MacPhail - no
 - D. Magbanua - no
 - K. Mears - congrats to Katelyn for permanency
 - S. Merz-Wood - no
 - J. Rossiter - no