# Shared Library Facilities Board (SLFB)

## Minutes

December 14, 2018

Chair: Erik Mitchell  
Note Taker: Danielle Westbrook

### Members in attendance:

- Jeffrey MacKie-Mason (UCB)
- MacKenzie Smith (UCD)
- Lorelei Tanji (UCI)
- Virginia (Ginny) Steel (UCLA)
- Haipeng Li (UCM)
- Steve Mandeville-Gamble (UCR)
- MacKenzie Smith (UCD)
- Thomas Cogswell (UCR)
- Erik Mitchell (UCSD)
- Dave Schmitt (UCSD)
- Chris Shaffer (UCSF)
- Kristin Antelman (UCSB)
- M. Elizabeth Cowell (UCSC)
- Jo Anne Newyear Ramirez (NRLF), non-voting
- Cathy Martyniak (SRLF), non-voting
- Ivy Anderson (CDL), non-voting
- Alison Wohlers (CDL), non-voting
- Virginia (Ginny) Steel (UCLA)
- Chris Shaffer (UCSF)
- Ivy Anderson (CDL), non-voting
- Alison Wohlers (CDL), non-voting

### Staff:

- Danielle Westbrook (CDL)

### Agenda Item

<table>
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<tr>
<th>Agenda Item</th>
<th>Time</th>
<th>Duration</th>
<th>Responsible</th>
<th>Document(s)</th>
<th>Objective(s)</th>
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<tr>
<td>1. Welcome: Alison Wohlers, new UC Shared Print and WEST manager</td>
<td>9:00 – 9:05</td>
<td>00:05</td>
<td>Erik, Ivy</td>
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| 2. RLF capacity | 9:05-9:25 | 00:20 | Cathy, Jo Anne | - Revised RLF capacity report for 18/19  
- Shelving size distribution  
- 17/18 allocations and capacity (reference only) | Update and discussion.  
Opportunity for questions. |
| 3. Archival container survey | 9:25-9:45 | 00:20 | Cathy, Jo Anne | - UC Libraries archival carton needs: survey report  
- Archival container needs survey: responses (reference only) | Update and discussion.  
Opportunity for questions. |

**Decision:** the board endorses the RLF capacity report and its new format.
<table>
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<tr>
<th>4. Updates</th>
<th>9:45 – 10:00</th>
<th>00:15</th>
<th>Erik, Cathy, Jo Anne</th>
<th>Updates. Opportunity for some discussion and questions.</th>
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<tbody>
<tr>
<td>- NRLF4</td>
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<td>- RLF Inventory Management System (IMS) RFP</td>
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<td>- Exceptional deposits (UCSB and UCI)</td>
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