



Fw: Important points from selectors meeting

Kristen Nyitray to: F.Jason Torre

11/11/2008 02:10 PM

Jason,

For your files. -Kristen

----- Forwarded by Kristen Nyitray/Lib on 11/11/2008 02:10 PM -----

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Subject: Important points from selectors meeting

The following are the important points from the selectors meeting on Oct. 23:

- The current policy on preservation procedures for gift books is still in effect: <http://www.stonybrook.edu/library/about/policies/preservation.html>
- Of particular importance is item 5 which states that books that are marked or have labels, pockets, etc. should not be introduced into the collection unless they are rare or of importance. Please consult with Richie about an appropriate preservation treatment.
- In general, gift books that are added copies should not be cataloged for the collection.
- In order not to increase the financial burden for off-site storage, please avoid adding items that would be sent off-site according to the guidelines: <http://www.stonybrook.edu/library/about/policies/offsite.html>
- Bob, Richie, and the subject selectors should all be involved in decisions concerning gift books before anything is cataloged for the collection.

Thanks.

Dan