

Library Programming COI
6/4/25 11 AM
Orientation and Creating Welcoming Library Spaces

Recording:

https://us02web.zoom.us/rec/share/xb_uQBSqswyHNssLGZ0UO8kwJpID1kFvC0J1w8rnzou8ZwtfVsGG9DSD9NPxHw.VwZzHaLwm23qZ5Y9

Passcode: 3\$AHe6XR

Attendees: Raina Sciotti Lenfest, Sydney Villegas, Natalie Hutchinson, David Moore, Leigh Rudikoff, Jason Coleman, Erin Ziomek, Jessica Connelly, Susan Leonardi, Rukmal Ryder, Shu Qian, Tara Fitzpatrick, Tyahra Angus

Minutes:

Introduction question: What book displays does your library have planned for July?

- We have lots of summer programs that run for a week or two. Many of our displays are therefore specific to those programs. Beyond that we always do a display for relevant cultural heritage months.
- Fiction/Summer Reading – Summer Food – Independence Day
- MCBA book display
- Light summer reading, including fiction, non-fiction, and graphic novels. Include beach reads, travel memoirs, and books set in vacation destinations

Orientation Talk from Natalie (MCPHS)

- As instruction and outreach librarian, Natalie arranges library orientation across all 3 campuses
- Food/treats included– individual bags of popcorn with phrase “pop into the library”
- Providing swag from vendors– [Sticker Mule](#)
- Giving out postcards with QR codes to library Linktree
 - MCPHS Linktree: <https://linktr.ee/mcphslibraries>
- Goal is to be friendly and informative

Creating Welcoming Library Spaces Talk from Leigh (MBCC)

- Started a library lounge area– book swaps, jigsaw puzzles, board games
 - Used donated games/books to save money
- Plants around library space– giving away plant clippings to students
- Campus fish– fish naming contest
 - Fish supplies were donated
- Monthly library newsletter
- Library staff sitting at desk

Orientation Breakout Group Notes

- Jessica Connelly (Mass Maritime): Orientation is a three week extended training program, ID process brings students into the library, using this time as a quick overview

to ID desk and library, library outreach table in the cafeteria as a way to welcome students to the library

- David Moore (Berklee & Boston Conservatory): During summer matriculation/programming: rolling orientation, small population of students required to do orientation, creating a self led library scavenger hunt through QR codes to find library resources
 - In fall, librarians lead groups of students through the library, bringing students from both schools into the library space
- Jason Coleman (New England Conservatory): Library departments set up separate tables within the vendor hall for students to walk around, students entered into a raffle, borrower registration forms to register for a library card/ account in person, bringing out forms to help students apply to work in the library, try to highlight collections— bringing out unique items like portable turntables

Share out Notes:

- Libraries tend to not do orientation in the actual library space— branching out to other areas of campus
- Rukmal Ryder: We have a library welcome table with swags, candy and a raffle
- Susan Leonardi: We bought a small one inch button maker for smaller orientations sessions. Students can make their own or we make it for them.
<https://www.americanbuttonmachines.com/?srsltid=AfmBOoq42LM1YGrGslwQYMiySMw82MXBpdfCXhK5rmE4eYa4E83xpqBD>
- Welcoming Spaces Share out: library whiteboards and magnetic poetry, food during midterms— coffee and tea, donuts, library raffles from community donations, seed paper bookmarks
 - ACRL Creating Welcoming Spaces in Academic Libraries:
<https://acrl.libguides.com/c.php?g=1383394&p=10230753>
- How do different libraries reach out and let communities know about events/services? Is social media preferred or internal emails?
 - David: Berklee has Instagram account and newsletters, digital signage, information on library website
 - Tara: Instagram and Facebook, student and faculty newsletters, librarians email department heads to amplify events, reslife and first year groups
 - Leigh: library and main college Instagram, announcements at town hall, monthly newsletter, hanging flyers
 - Natalie: putting library events on campus calendar, Instagram, Threads, Bluesky, Office of Community Engagement

Topics for future meetings: Makerspaces (July), Marketing for Programming/Events (August)