



Maryanne Vigneaux/Lib  
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To Maryanne Vigneaux/Lib@SUNYSB  
cc  
bcc F.Jason Torre/Lib  
Subject Library Bulletin, March 7, 2005, Number 1477



### FAREWELL TO LINDA MISA:

Linda, our clerk in Administration for four years, is retiring again. Although she has mixed feelings, overall she is looking ahead to joining her husband who has recently retired. Come and wish Linda well **on March 9, in the large conference room, between noon - 1:00 pm**. There will be coffee, tea and cookies + a card to sign. This is more of a "come-and-go gathering" as the room can comfortably hold about 20 people at one time. Hope to see you.

### LIBRARY FORUM:

The Ergonomics/Exercise Forum held on March 7th was attended by 17 staff. This two part program involved audience participation. The power point was loaded with information, but was not too technical. The exercises helped to get the tension out. Among the bits of info was: keeping heavier materials to be moved at waist level, keeping phone at arms length from keyboard to avoid excessive stretches, and rubbing palms together to create friction heat and then applying palms to computer-screen tired eyes. There are extra handouts about this forum in the Director's Office. If you missed this, there is an upcoming program "Effective Ergonomics Workshop" on March 14, 12:00 - 1:30 in SAC 311. Contact Allison Milano, 2-7263 to register.

### LIBRARY STAFF MEETING:

We are in the planning stage for a staff meeting which will be held on two sessions in Javits Room. By March 18th, please let Maryanne know which is your first choice for either of the these two sessions: March 30, 10:00 - 11:30 am **or** March 30, 3:00 - 4:30 pm. It is essential to limit the group size to about 50 for seating purposes, so hopefully you won't all choose the morning session!



### HABITAT FOR HUMANITY 2005 FUNDRAISING:

On Wednesday, June 1, 2005, at Mill Pond Golf Course there will be a tournament to raise money for the 4th Habitat house! Several ideas were presented to help with this event, but I thought the following two would be great for the library effort:

- Sponsor a Tee sign with Library on it - cost \$250.00. (We would combine donations and perhaps get one or two tees.)
- Donate a gift basket to be raffled at the tournament. (We would select a theme and several staff could put it together.)

If you are interested drop an e-mail to Maryanne before the end of March.