# NEWS

## From the meeting minutes

Minutes of a library administration meeting, abridged.

1 October 2026, Tobias Engl



Minutes of the staff meeting at the City Library on the Market Square. Present: management, the collection department, the IT department, and the reading room staff. Absent (with notice): the archives department. **Agenda item four: Signage.**

The chairperson opened the discussion by noting that the printed directional signs in the building were outdated and that visitors regularly ended up on the wrong floor. The librarian added that new acquisitions and readings had previously been announced via bulletin board notices, which took time and were rarely up to date.

The technical team recommends integrating an existing system rather than developing one in-house, and suggests ScreenWay, which runs on-premises, operates silently, and can be linked to the existing event calendar. Multilingual notifications are possible without any additional effort.

Silence is required in the reading room. It is noted that the displays operate without sound, turn off automatically in the evening, and do not disturb anyone while they are reading.

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When asked about the costs, the technical department points out that the existing screens would continue to be used and that only one small device would be added per location. The archive has stated in writing that it would like to finally receive some acknowledgment that it even exists.

**Resolution:** Management is tasked with obtaining a quote. The signs in the stairwell will be replaced, the event calendar will be integrated, and the sound system will remain off. Dissenting votes none. The reading room abstains, on principle.

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