

Latah County Library District

DIRECTOR'S REPORT January 2008

Activity Summary

As always, questions are welcome.

- ❖ This past month has gone quickly, marked by holidays, staff vacations and illness, and snowy weather.
- ❖ Staff evaluations are completed. Thanks to everyone for working together to get these done promptly and productively.
- ❖ The collection librarians added the link to the NextReads email newsletter service to the library's website. At present the library offers three youth newsletters and four adult newsletters. Newsletters contain 8-15 titles that are a mix of new and older releases. Each title includes a link to the library catalog, enabling readers to check availability and place holds.
- ❖ Eight new lounge chairs for the Moscow Library periodicals area arrived with the New Year. Thanks to the Friends of the Moscow Library for partnering on this significant purchase.
- ❖ The library submitted the initial application for 2008-2009 E-rate reimbursement. As usual we requested reimbursement for telephone and DSL lines only.
- ❖ We are currently preparing the annual report required by the Idaho Commission for Libraries.
- ❖ The library column "Technical services department is essential to library operations" by Technical Services Manager Jeannie Haag was submitted to the Daily News and the Latah Eagle.
- ❖ Disposing of surplus computer equipment and furniture is a major project.
- ❖ The Latah County Library District Foundation held their December 14th meeting in Moscow. The Foundation web pages are now linked to the library's website. The Foundation pages include a link that allows online donations.

Department and Branch reports

Outreach Services – Betsy Bybell

- Inter-library loan requests decreased down to 14 for the month. Patrons must be busy with holiday preparations.
- Palouse Discovery Center programs. Was contact person with Kathy Dawes for all 4 locations. Moscow's attendance was low, possibly due to a very slippery night outside just before the holidays.
- Outreach storytimes continued at 12 centers with 19 programs with theme of "K is for – koalas, kittens, and knights". Added a special holiday storytime for Troy Library.
- Staff meeting was timely with sheriff's advice about creepy patrons. Lead off gift exchange with hilarious story as presents moved faster than a plate of cookies each time the word left or right was mentioned.
- Finished evaluation process successfully with Anne.
- New chair for Outreach Services. Thank you!

Bovill Branch Report – Paula Winter

- ✓ I had two storytimes during December but unfortunately I wasn't here for either one of them. Thanks to our ever faithful subs for covering for me and seeing that the little ones got a story or two.
- ✓ I had one adult program and I had 9 adults and two children here for that. We had a local gal come to show us how to make beautiful beaded ornaments. They weren't as hard as they looked but mine just didn't look like the teacher's at all. Good project though and everyone enjoyed themselves and I think it will be something we can have another class on next year.
- ✓ The rest of the month is somewhat of a blur to me though since I was out for two weeks sick. I would like to say how grateful I am to the people that I work with and who are willing to take over and cover my library for me, sometimes on short notice. It's not easy to walk away from work and not worry that things

are getting taken care of but with our subs and co-workers it sure makes things easier knowing things are in capable hands.

Deary Branch Report – Debbie Fischer

- ❖ On December 6, 2007 The Friends of the Deary Library hosted their annual Open House/Book Sale.
- ❖ The Open House at the Library was from 1:00-7:00. The decorations were twinkly lights and pine boughs, and snowmen were abundant! I was sick, so Betty Leslie gets the "Super Sub Award" for stepping in at the last minute to work for me! The book sale was held at the new Community Center in Deary. It was organized by Scout volunteer Trent Dalton. Thank you everyone for all your hard work and continued interest in the Deary Library.
- ❖ We have so much snow that I broke the snow shovel trying to shovel out the path by the door. It seems the old fashioned dirt scoop shovels work best when it is piled that high!
- ❖ We had a very successful staff meeting in Moscow. The safety talk by the Sheriff's Office was informative and got me thinking about ways to improve safety at the Libraries, both in Moscow and Deary.
- ❖ Now that the holidays are over, we can THINK SPRING!

Genesee Branch Report – Sharon Steiger

- The Friends of Genesee Library began the month with a winter book sale on Saturday, Dec. 1st. Homemade cookies and hot cider were available for the shoppers and everybody had a good time.
- All three story times were on a festive theme and the children had a good time making holiday crafts to take home.
- It was good to get together in Moscow for the Dec. staff/branch meeting. We had a good visit with each other as well as getting information from one of the city policemen about safety in the library. We always think we're in safe places but it's also good to be reminded to be aware of the things and people around you.
- It was pretty quiet here the last part of the month. People get involved in their own Christmas plans, traveling and so forth.
- The vandalized door finally got fixed. The boy who caused the damage had all summer and fall to take care of it but didn't. He came on one of the coldest days with paint stripper, a scraper and a can of paint and no adult supervision. What he did was make the door worse than it was. His stepdad finally came and did a nice job of fixing the door. The deal for the boy to get his privileges back (computer time) was for him to fix the problem. He didn't do his part of the bargain so he can't use the library computers. His stepdad is in complete agreement with this.
- Otherwise it's business as usual.

Juliaetta Branch Report – Jan Welles

- ♣ Story time attendance was very low in December since everyone was busy preparing for the holidays or attending other programs or just plain sick! We had only three weeks of story time with a total of 13 attendees.
- ♣ Class visits were also curtailed this month for the same reasons as story time, with only two classes visiting and a total of 51 students with teachers coming in to check out books.
- ♣ On December 11, I enjoyed the staff meeting and ornament exchange as well as the pleasant company and all the delicious food at the Moscow library. The Latah County Sheriff's office Sergeant's information on safety was helpful and sobering. It is sometimes good to be reminded that we should not become complacent in our surroundings and put ourselves at unnecessary risk.
- ♣ The Book Prowlers met on Dec. 11 as well, with 9 members coming together to discuss "A River Runs Through It."
- ♣ Also on Dec. 11 at 6:15, Kathy Dawes from the Palouse Science Center presented a wonderful program on "Optical Illusions" to a group of 18 children and 20 adults. Everyone was fascinated and entertained with the information she presented and they all were able to make two optical illusion toys to take home.
- ♣ The library was, at times, very quiet this month and at other times, the public computers were being heavily used as well as the wireless access used by people with laptops. All in all, I think circulation was

down but we seemed to keep busy shelving and moving books around from the never-ending crates delivered by the couriers.

- ♣ I took some vacation time after Christmas and Cynthia and Anna kept the library running. I want to wish everyone a very healthy and prosperous 2008!

Potlatch Branch Report – Donna Quiring

- Friends met on December 6th to go over plans for the Christmas Open House.
- The open house wasn't as well attended as usual, but there was quite a bit going on that day. We still had about 75 people attend. Pat Peek's new book wasn't released from the publisher, so we will schedule her book signing for later.
- Conference Room usage : 1 open house, 2 scout meetings, 2 quilt club meetings, 1 "Let's get it started" group meeting, 1 Palouse Discovery Science Center program, 1 School District meeting, 2 Tutoring sessions, 1 Anne Beckner Foundation meeting, 3 Storytimes, many patrons using the wifi, and a partridge in a pear tree.
- Storytime has been very popular since it started up after summer reading. Since September 14th I have had 15 storytimes with 201 kids and 106 adults attending.
- We only had 10 people for the Palouse Discovery Science Center program on 13th, but they did an excellent job and everyone had a great time.
- Evaluations are completed for another year!
- Winter Reading will be starting January 14th.
- We have 3 new computers and now flat screen monitors for all the computers.
- Thank you to George for scheduling staff time off and to Diane and Kathleen for braving roads and subbing for me.

Troy Branch Report – Margie Fitzmorris

- ♣ The Troy Library had an Open House to present the new Gates computers to the community. The Friends provided the treats and drinks; they also had open enrollment to join the Friends Group. We had about 24 people show up. The patrons enjoyed visiting with Anne.
- ♣ Sterling Health Insurance had a meeting in the History Room the same night as the Open House.
- ♣ The Palouse Discovery Science Center provided a family program for us on the 10th. We had a very good turn out of a total of 49 people. They did a super program titled "Fooling Your Brain". Everyone enjoyed themselves.
- ♣ A Staff meeting was held at Moscow on the 11. It was very informative and was nice to see all of the staff.
- ♣ Anne met with me to finish up the evaluation process. Nice to have that done for another year.
- ♣ The Friends of The Troy Library is sponsoring the Worlds Biggest Puzzle. It is a jigsaw puzzle of 24000 pieces. It is being assembled in Reading Room. When it is finished it will be glued together and displayed on a wall in the Library. Cathy has added the project to our homepage. Feel free to come out to the library and help with this project.
- ♣ Betsy came out to Troy on the 20th to do a Holiday Story Time. One of her stories was about a reindeer. The kids all took home candy cane reindeers. 12 children and 6 parents showed up. They enjoyed Betsy so much.
- ♣ *Happy New Year!!!!*