

Latah County Library District

DIRECTOR'S REPORT June 2008

Activity Summary

- ✓ Summer Reading Programs are active in all district libraries. Catch the reading bug!
- ✓ The trustee election was held on May 27th. Bill Warren was elected to fill the five-year position and John Pool accepted the board's appointment to fill the vacancy created by Chris Kowrach's resignation in April. John Pool will be unable to attend the June and July board meetings and was sworn in by Board Vice President Patti Roberts on June 4th.
- ✓ I'm very pleased to welcome new members of the library staff and substitute pool. Jenny Ford was hired in May to fill the 16-hour per week custodian vacancy at the Moscow Library. In mid-June Kathleen Benton was hired to fill the 20-hour per week Library Assistant II position; she has worked for nearly two years as a circulation substitute. Two new substitutes were also hired: Teresa Lucas and Laurie Schneider. Thanks to the search committees for their diligent work.
- ✓ E-mail notification of patrons regarding holds, due dates and delinquencies was implemented on May 20th. This is a huge and long-awaited service enhancement. From George Williams, Access Services Manager: "As of Friday, June 20th, Voyager has automatically generated 4,600 e-mails. Of those, 221 bounced, but all in all I think this has really improved our patron's awareness of what items they have due, what fines they have, and what items will be due soon. Here in Moscow the time savings is incredible insofar as phoning patrons with holds goes. We had 45 items come in to the Moscow circulation desk to fill holds recently that we did not have to phone the patrons about. That is an enormous time savings for us. I am also interested to see whether or not the delivery of Courtesy Notices helps reduce the number of overdue items."
- ✓ I was informed by the IRS that the problem of a shared Employer Identification Number (EIN) is being resolved. A new EIN was assigned to the Foundation and at the time of the call the IRS was in the process of transferring and reactivating the Foundation's 501(c)(3) status.
- ✓ Adult Services Librarian Chris Sokol and I are involved in the planning of this year's Everybody Reads campaign. This year's book is "Decade of the Wolf" by Douglas Smith and Gary Ferguson. Acclaimed nature writer Gary Ferguson will make two presentations in Moscow on November 13th.
- ✓ Because staff voted against holding an all-staff meeting at this time of year, I proposed an alternative staff development opportunity. All non-exempt staff members have been offered two hours of paid time in which to pursue an approved project and report back on the experience.
- ✓ The First Book grant submitted by Outreach Services Manager Betsy Bybell was approved. See her report below for more information.
- ✓ The Read to Me mini-grant submitted to the Idaho Commission for Libraries by Youth Services Manager Cathy Ensley was not funded. This is a new type of grant opportunity and we look forward to following the progress of these grants in other libraries.
- ✓ The proposed xeriscape garden project at the Moscow Library is on hold due to staff schedules.
- ✓ On June 2nd the Moscow City Council approved the Legacy Crossing urban renewal plan.
- ✓ Youth Services Manager Cathy Ensley prepared two columns promoting summer reading activities, one for the Daily News and one for the Latah Eagle.
- ✓ George Williams wrote a newspaper column informing patrons of the new e-mail notification service.
- ✓ The committee to investigate heat pumps for installation at the Potlatch library continues its work. We are still waiting for results of a study on different types of systems.
- ✓ We continue to work with Washington Idaho Network staff on the first batch update of our library's holdings in the OCLC WorldCat catalog. Chris Sokol noticed and resolved an important OCLC access issue.
- ✓ I attended the VALNet Directors' meeting in Clarkston on June 3rd. I spoke to the directors about our interest in participating in LiLI Express. (See <http://libraries.idaho.gov/lili-express>)
- ✓ The Library District Foundation met on June 6th in Moscow. Now that the issues with the IRS are on the way to being resolved, the Foundation is planning a fundraising campaign targeting local businesses.
- ✓ On May 16th I attended the semi-annual Director's Retreat of the Inland Northwest Council of Libraries.
- ✓ On June 14th I visited the Genesee Friends of the Library book sale held as part of Genesee Days.
- ✓ I will be in San Jose from July 20th-August 9th as part of the Executive MLIS program.

Department and Branch Reports

Outreach Services – Betsy Bybell

- Busy month for inter-library loans with a total of 39 items. When the daily drop-offs for WIN-Borrow at the University of Idaho are added, it's been steady borrowing between libraries.
- Field trip for the AR (Accelerated Reader) class from Potlatch Elementary School was a successful program with collaboration by George, Cathy, and me on the morning's events which included a tour, book reading and talk about authorship, and the chance for the students to write their own story in a small book.
- Summer Reading Promotion – I visited an assembly at the Moscow Charter School and passed out little bugs for all students. Cathy and I visited the first and second grades at West Park, Lena Whitmore, and McDonald Schools to talk about summer reading and pass out more little bugs.
- Scheduled outreach storytimes for 15 daycare classes, which includes Charlie Bear's, which is a new group for the library, and a program for Adventure Club. Passed out new schedule for the summer months of June and July.
- Planning storytelling program for all libraries in district.
- Submitted a grant "Read To Me First Book" to Idaho Commission for Libraries. If we are awarded the grant, the focus will be on providing a free paperback book each month for all children enrolled at the local HeadStart, along with other activities that promote early literacy and using the library.

Bovill Branch Report – Paula Winter

- ❖ May was a busy month preparing for the summer reading program. Lots of ideas to think about and plan for. This will be a fun summer reading theme and I hope the kids enjoy the programs we have lined up.
- ❖ My computers stay busy as usual and my circulation continues to be higher than normal with my homeschoolers. The higher circulation looks nice in my stats but some days it makes for very stressful situations with books coming and going so often. The summer will be a bit of a nice relief from that point of view but my homeschoolers will still keep me busy during the summer months.
- ❖ My Friends group has met a couple of times briefly to come up with some plans for Bovill Days. I think at this point it is unanimous that the group buy one large item and sell raffle tickets on it instead of trying to round up multiple items for the raffle. Hopefully this will be as successful as the raffles the past 2 years. We also have t-shirts for sale that are left over from last year.
- ❖ May was a very busy month for me personally with my daughter graduating from high school so combined with summer reading preparation, at this point I am glad that May is behind us and hopefully June will be a little smoother ride. Well, maybe if the weather straightens up.

Deary Branch Report – Debbie Fischer

- Thomasene Blevins planted the flower boxes full of gorgeous flowers she bought from the Deary High School FFA. Now if we can get the City to install new curbs, the front of the library will look really nice!
- Of course most of May was planning for Summer Program. This is my 4th Summer Program and it does get less scary as time goes by! There are a lot of cute ideas out there for bugs!
- We were pleased to welcome Bill Warren to the Board. It was great that he went to the branches and talked with patrons. We welcome John also. They should be great Board members!
- More next month!

Genesee Branch Report – Sharon Steiger

- ✓ May has been the work month for Summer Reading. It's always good to have all the programming and prep work done. Here at Genesee sign ups begin June 4th with the first program being on June 11th. This year I've invited members of the community to participate as readers. We'll have a "story time" every Wednesday until the last hurrah on July 30.
- ✓ I delivered all the Genesee SRP information to Genesee school and hosted both second grade classes here. It's an annual event and we all have a good time.

- ✓ Every Friday I had my small but dedicated little group of toddlers here for Fridays Story time. I continue this during the summer with the little ones and base their activities on the reading theme. Many of the kids don't know how to use scissors yet so we keep it simple.
- ✓ It's business as usual otherwise.

Juliaetta Branch Report – Jan Welles

- ❖ Story times ended on May 8 with a Mother's Day theme. There were a total of 10 attending the two programs in May.
- ❖ Class visits also ended this month with just two classes visiting the library with a total of 44 students and teachers coming down to check out materials.
- ❖ The Book Prowlers met with 6 members attending the last book discussion for this season. They will read "The Innocent Man" By John Grisham over the summer and then meet again in Sept. to plan next years' meetings and choose their books.
- ❖ The Friends-sponsored Scrapbook class met one last time before summer with just four people attending.
- ❖ The Friends had a table at Locust Blossom Festival in Kendrick and sold the accordion scrapbooks that the scrapbook class had made. \$70.00 worth of the books were sold and summer reading information and general library information was distributed to those who stopped by the table.
- ❖ The Friends applied for and received a grant of \$350.00 from the K-J Recreation District Board this year. The money will be used to pay for summer reading and other programs at the library.
- ❖ The Library Rummage Sale, which is an annual event always held on the Saturday before Mothers' Day, raised a little over \$250.00 for library programs.
- ❖ The Friends decorated for summer reading and the library looks great- infested with all sorts of creeping and flying critters. Sign-up bags were filled on the same day and posters have been posted. Programs are all lined up and we are ready to go!
- ❖ I was sorry to miss the Board meeting but grateful to the board for letting me go home and nurse my bad cold. I am sure they all were relieved that I didn't stay and share the bug!
- ❖ Pug Marks- a local community service organization in the K-J valley came in and helped the Friends move and reorganized the book sale books. The front hallway is now very neat which makes it easier for people to browse the books for sale.

Potlatch Branch Report – Donna Quiring

- Bill Warren came to the Friends meeting and we had a nice visit with him. Thanks Bill!
- Summer Reading donations are down this year. People are holding on to their money! The Rec District has promised \$500 which will help. This will bring the total to about the 1,000 dollars we usually collect.
- I went to the elementary school and visited two classes each, 1st through 6th grades and gave out bugs and promoted SR. 38 kindergartners came in two shifts to the library for a field trip and got a tour and a story read to them and took a lot of books off the shelves!
- The Casey Merrill memorial benches are here and my husband is in the process of assembling them. The plaques will be ordered next week and then we will do a cleaning of the front of the library. When all is ready they will be placed outside.
- The lawn has been mowed 2 times and needs it again. The Friends are trying to get a date to weed the flower bed. There are a lot of weeds in the river rock that needs to be killed.
- Ready or not, Summer Reading here we go!

Troy Branch Report – Margie Fitzmorris

- My last Story Time until fall was May 1st. 19 children and 7 mothers were here.
- Linda Sundstrom presented the eBay workshop on the 5th. 37 people showed up and they seemed to enjoy themselves. Linda did a superb job.
- The Troy Friends purchased the Library two carpet mats, one for in front of the entry door and the other in front of the circ desk. They look very nice and should help with the mud that is being tracked in.
- We were privileged to have Bill Warren stop by and meet some of the Troy Friends members. They enjoyed visiting with him. It was a very busy evening. It was the same night as the eBay workshop.

- The Troy Library was fortunate enough to receive a grant from Tri-State and the Troy Rec. District. We are going to purchase a 7'8" x 10'9" carpet, called Maria's Garden, for the children's section with the money. Potlatch has one and it is so nice. Thanks Donna for the idea. (Anne's note: The Tri-State grant was written and submitted by the LCLD Foundation.)
- Summer Reading Program is getting closer. I have two girls doing community service. They are being kept very busy stuffing Summer Reading packets and pulling bar codes off of magazines to be deleted.
- I took 197 Summer Reading flyers and book marks to the school to be sent home in the students Wednesday folders. Many parents are asking about SRP. Hope that is a good sign.
- Patrons are very happy with the email notifications.
- Puzzle update: the 3rd quarter has been finished and on to the 4th.