

# Latah County Library District

## DIRECTOR'S REPORT October 2008

### Activity Summary

- ✓ The project to implement PC Reservation has been in motion since funding was approved in September. A meeting with the Envisionware implementation consultant is scheduled for Thursday, October 23<sup>rd</sup> and we anticipate that system software configuration details will be finalized shortly after that. Notices announcing the new software are in place in each library.
- ✓ The job opening for the Genesee Branch Supervisor closed on October 11<sup>th</sup>.
- ✓ On October 13<sup>th</sup>, Business Manager Carol Kampenhout and I met with representatives of the Deary Friends group and UI Interior Design faculty member Lizette Fife and her class. The class is involved in a project to develop models and suggestions for interior and some exterior improvements at the Deary Library.
- ✓ The committee to investigate heat pumps for installation at the Potlatch library met in October. Trustee Stauber will make a presentation at the October board meeting on behalf of the committee.
- ✓ Access Services Manager George Williams submitted a column to the Daily News and the Latah Eagle regarding the upcoming implementation of PC Reservation.
- ✓ The Idaho Commission for Libraries launched its new website. Some library staff members participated in the website launch Wimba training session. Board members are invited to visit the new website at <http://libraries.idaho.gov/>.
- ✓ Adult Services Manager Chris Sokol and Library Assistant Sally Perrine attended the Pacific Northwest Booksellers Association tradeshow in Portland September 15<sup>th</sup>-17<sup>th</sup>.
- ✓ Access Services Manager George Williams attended the statewide Idaho Library Association conference in Idaho Falls in early October.
- ✓ On October 17<sup>th</sup>, Youth Services Manager Cathy Ensley attended a volunteer management and recruitment workshop in Lewiston that was offered by the Washington Idaho Volunteer Center.
- ✓ The LCLD Foundation board met Friday October 17<sup>th</sup> at the University Inn. The Foundation plans to schedule time on the LCLD board meeting agenda in November to present information on their planned 2009 fundraiser.
- ✓ On October 9<sup>th</sup> the VALNet Directors met in Clarkston. Due to a scheduling conflict with a Foundation committee meeting, I was unable to attend.
- ✓ The Friends of the Moscow Library are holding a book sale on November 7<sup>th</sup> and 8<sup>th</sup>. The sale will take place at the American Legion Log Cabin located at 317 South Howard St. The Friends-only presale is November 7<sup>th</sup> from 6:00 to 8:00 PM while the public sale is scheduled from 8:00 AM – 1:30 PM Saturday, November 8<sup>th</sup>.
- ✓ The Friends of the Moscow Library held their annual public meeting on October 9<sup>th</sup> at the 1912 Center. The event featured local author Pat Peek.
- ✓ The LCLD annual staff evaluation process begins on November 1<sup>st</sup>.
- ✓ The library continues to work with Washington-Idaho Network staff on the first batch update of our library's holdings in the OCLC WorldCat catalog.

### Department and Branch Reports

#### Technical Services – Jeannie Haag

- Several months ago Randy Smith from the Lewiston Public Library wrote and received an ICFL Grant for the purpose of adding Authority Control to the VALNet catalog. The grant covers 75% of the cost, with VALNet picking up the other 25%. Records processing will cost 5¢ per BIB record. Therefore, we do not want to pay for any BIBs that do not have active holdings and items. Each VALNet library is being asked to remove all lost and missing items older than a date of their choosing. If it is the last item on their holding, then the holding is to be removed; and in turn if their holding is the last and only holding on a BIB, then the BIB is also being removed.

- George is currently working on rebilling fines and fees for "lost system applied" items generated before October 1, 2007. Once those are re-billed to the patron card, a report will be generated and those items, and/or holdings, and/or BIBs will be deleted from the system.
- I have been meeting with the VALNet BIB Standards Core Group monthly. Our next meeting is October 22, 2008 and it is our hope at that meeting to set a date as to when all clean-up must be completed or a decision made to have records suppressed during the process. We also hope to set a preliminary date for the complete VALNet database to be processed and activate Authority Control.
- This is an excellent "opportunity" for all VALNet libraries to do some much needed database "clean-up". Any library that is unable to complete the clean-up will have their BIB records with one holding and one item which has a lost status suppressed from the database until after the processing. Once the processing is complete these items will still need to be dealt with and cleaned up.
- To date LCLD has removed 1559 items and 452 BIB records.

#### Bovill Branch Report – Paula Winter

- ❖ Life has been busy in Bovill with kids back in school and the home schoolers hard at work again.
- ❖ Had a couple of interesting days with cows in the parking lot and skunks leaving their aroma in the neighborhood.
- ❖ Looking forward to the new automated sign up system for the computers. I believe that will make computer management so much easier and will take some of the pressure off the staff.
- ❖ Otherwise business as usual.

#### Deary Branch Report – Debbie Fischer

- We are very excited to have Lizette and her U of I Design Team coming to the Deary Library on Monday, Oct. 13 from 2:30 - 4:15. They will be asking questions/getting everyone's input, and measuring the library so they can put together an "upgrade" package for us. Light refreshments will be served.
- The kids were eager for storytime to start. We started in early Sept. and it is going well.
- More next month

#### Genesee Branch Report – Sharon Steiger

- ✓ For the month of Sept. there isn't too much to report because I wasn't here very much.
- ✓ My crew of great substitutes kept the place going as I ate up some of my vacation hours. Books continue to rotate offering patrons a wide variety of choices.
- ✓ Story times went well with good attendance.
- ✓ It remains to be seen how the Great Courses series goes here.
- ✓ Requiring a "good" library card/account for computer reservations/use is going to make things so much simpler than constantly monitoring the paper list. I've been talking it up to prepare patrons for the reality of it.

#### Juliaetta Branch Report – Jan Welles

- Summer reading officially ended and school began the last week of August. Class visits began the first week of school after Labor Day. All seven grades from Juliaetta Elementary, Kindergarten through sixth grade, will be making monthly visits to the library to check out books. We had four of the seven classes come in Sept. with a total of 69 students and their teachers visiting.
- Story times began on Sept. 11. It has been slow this year with a smaller group since many of last year's attendees have started Kindergarten. We had a total of 14 for three story times in Sept.
- The book discussion group, Book Prowlers, began meeting again for this year on Sept. 9. There were six people in attendance and they chose the list of books to be read and discussed for this year. The list of titles, date and time of the meetings can be found on the District Website. Thank you, Cathy and Chris!
- The Friends met at the end of the month, on the 30<sup>th</sup>, after the regularly scheduled meeting didn't have a quorum. They discussed some fund raisers and also some ideas for adult programs for this year.
- We have the under-the-sink water heater that Carol sent down for the kitchen area of the library and it is now in the hands of the city maintenance man who will be installing it and removing the old water heater.

Once the old one is gone the Friends want to put in some more storage shelves or a cupboard in the empty space. One can never have enough space to store "stuff"!

- The staff meeting was great and I think everyone is looking forward to the implementation of "PC Reservation". Thank you to the Board for approving the software purchase! Connie's surprise "Grandma Shower" was a lot of fun too!
- I signed up for and took part in the Idaho Commission for Libraries "Wimba" on September 23. It was very informative and I learned a lot about using the new ICFL 2.0 Website which will be officially launched on Oct. 2 and 3 at ILA. Several participants had "technical difficulties" and couldn't make themselves heard but problems were worked out by Shirley Biladeau so we could proceed with the workshop.

#### Potlatch Branch Report – Donna Quiring

- Storytime started up in Sept. and I have been having big crowds again. Dee Ross, one of our Friends who has retired from the Potlatch School District has been volunteering during storytime which is a big help!
- Computer usage has picked up since school started. Thank you to the board for approving the automated sign up!
- The city is starting a major sewer project and road construction has started on Onaway Road. It is not too bad now, but it will eventually have an impact on access to the library.
- I am anxious to get the improvements done in the foyer and bathrooms at the library.
- Tried to take the Wimba tutorial (New ICFL website) but had trouble with getting the headphones and login to work.
- Have a few people interested in starting a book club. We are going to start with the Everybody Reads book, "Decade of the Wolf" by Gary Ferguson. Will see if there is enough interest out there to make it worthwhile.

#### Troy Branch Report – Margie Fitzmorris

- Story Time started this month. So far we have had a good turn out, 12 at this point. They are a very busy bunch of kids.
- Cathy, from the State Library stopped by the Library to see how things were going with the Valnet system.
- The monthly Board meeting was at Troy this month. It was very nice to see the board members and Anne. George and June also attended. The board passed the motion of buying the PC Reservation software for the Library, which we are very excited about.
- We had a staff meeting in Moscow to find out more about the new PC Reservation software. I think we all are looking forward to it. The adult patrons have been positive about it; the kids are a little more nervous about it. They are not going to be able to sneak in extra time.
- We had a Friends meeting the 29<sup>th</sup>. I was sick with the flu so was not able to attend. George stopped by the library for the meeting.
- With the new budget we are back to ordering new paperbacks. Patrons will be happy to see new PBs on the shelf.