

# Latah County Library District

## DIRECTOR'S REPORT December 2008

### Activity Summary

- ✓ Pc Reservation was implemented at the Moscow Library on December 2<sup>nd</sup> and at the Potlatch Library on December 4<sup>th</sup>.
- ✓ A library staff meeting was held the morning of December 2<sup>nd</sup> and ITC Systems representative Kerry Cox provided PC Reservation training to library staff and circulation substitutes. Additional training will be provided at each library as the software is installed. As part of the staff meeting, branch staff met with Youth Services and Outreach Managers to begin planning Summer Reading.
- ✓ An upgrade to the library's Voyager software system is scheduled to take place December 16<sup>th</sup>-18<sup>th</sup>. All libraries will remain open during the upgrade, though some services such as placing holds and issuing new library cards will not be available.
- ✓ The library is in the final stages of hiring a new custodian for the Moscow Library.
- ✓ On Wednesday, December 3<sup>rd</sup>, library representatives attended student presentations and reviewed the final models and plans for interior and exterior improvements to the Deary Library. The proposals were developed by a UI Interior Design studio class taught by Lizette Fife.
- ✓ Youth Services Manager Cathy Ensley submitted a column to the Daily News and the Latah Eagle regarding Young Adult titles with crossover appeal.
- ✓ The LCLD Foundation board met on November 21<sup>st</sup>, with new Board of Trustees liaison John Pool in attendance. The Foundation board will not meet in December.
- ✓ The VALNet directors met on November 20<sup>th</sup>. The scheduled software upgrade was on the agenda.
- ✓ The Friends of the Moscow Library met on December 4<sup>th</sup>.
- ✓ The LCLD annual staff evaluation process continues.
- ✓ No definite date has yet been set for the authority control project. The project may need to be postponed until late January due to consequences of the software upgrade.
- ✓ The committee to investigate heat pumps for installation at the Potlatch library continues its investigation.
- ✓ 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.
- ✓ Youth Services in Moscow invited Corey Jenkins (aka Jenks Music) to put on a holiday music program at the library on Saturday, December 13 at 1:00 pm.

### Department and Branch Reports

#### Bovill Branch Report – Paula Winter

- We have been having a crochet class on Wednesday evenings for some of our young patrons. We have had 4 people at different times come by for some crocheting lessons. We hope to continue as long as there seems to be a bit of interest.
- I have had the 1<sup>st</sup> graders from the Bovill Grade school down and they will be visiting once a month as long as the weather is decent enough for them to wander from the school.
- My Friends group is working on a few projects. We are looking into getting a couple more shelves made. I would like to be able to move a few things around and make some more space so that some of the shelves aren't so crowded. We are also looking at some new furniture for the children's section to brighten that space up and make it more inviting, more exciting to the younger kids.
- With the help and donations of several people in town we put together a Christmas display in one of the cases in the back room for everyone to see when they come in the door. We have all kinds of ornaments on display that are very old, new and homemade. We also have a light up village that the kids are enjoying sitting and looking at. It has been fun to see all the interesting ornaments that have been brought in.
- I was asked to participate in the Horizons project that has been ongoing in Bovill for several months now. They would like the library to be the center of the lifelong learning part of the project. My Friends and I

have met with some of the Horizons members and have discussed ideas that will offer learning opportunities to the people in town. The first idea on the list was to have a diabetes education class. We have a nurse educator that is willing to come to Bovill to talk about diabetes and the care and management of this condition. I feel this is a great way to include the library and show people that the library is a place to come for information, books and anything else we may be able to offer in the way of research.

#### Deary Branch Report – Debbie Fischer

- ❖ On Friday, November 14, Anne, Diane Rathbun and I went to the U of I Design Team first presentations for the Deary Library makeover. Each team had PowerPoint presentations, colored wall board drawings and a cardboard "replica" of what their design would like if we could take the roof off and look straight down. It was fascinating to see all the thought and hard work that went into the designs. We hope to have some of the final presentations on display here sometime in January/February. There were a lot of really good ideas!
- ❖ At our November Friends meeting we decided to have a winter booksale/open house, with the Friends decorating the library on December 1st.
- ❖ Storytime has slowed way down. I hope it picks up again soon.
- ❖ It is fun to see the holiday books start to come in and start the winter crafts for storytime. Storytime has slowed down but should pick up again soon.
- ❖ More next month!

#### Genesee Branch Report – Connie Sobczyk

- ✓ On November 17, I began my new position as the recently hired Genesee Branch Librarian. Sharon Steiger retired November 15 after 24 years of service to the community.
- ✓ I am quickly becoming familiar with:
  - Ordering from Ingram for our paperback requests
  - Tier 3
  - Early prep work for Summer Reading Program "Be Creative"
- ✓ I reorganized all the rotated Adult and Juvenile Non-Fiction and Fiction inventory according to Author and Number. No longer are the books separated by the rotational date at which they are due for the next rotational. This method enables finding/returning the books more easily by the patrons (and also by the librarian). Patrons have mentioned that they like this change.
- ✓ Also, I designed and implemented a stand-up book display for juvenile paperbacks. This change has been very well received. Parent patrons have remarked positively towards this addition as it is easier for them and the children to browse and select paperbacks. From past experience I have felt that these thin paperbacks have presented a challenge to find, as well as retrieve, by little one's eyes and hands.
- ✓ Story time for the little ones on Friday continues with attendance varying. We have made crafts and exercises celebrating the November season of thanksgiving, turkeys and family (E.g. turkey hat, turkey drawings and turkey egg hunt). It made for very happy participants – young and old!
- ✓ Computer use continues to be heavy immediately after school dismissal.
- ✓ City Hall serviced the locks on the inside door which opens into the Senior Citizen Center. Soon, the second lock on the front door will also be replaced. At that time, only one key will be needed to open the 2 doors to the Genesee Branch Library.

#### Juliaetta Branch Report – Jan Welles

- Story times continued to draw a nice-sized group of about 7-8 kids and 3-4 adults. We had a total of 20 little ones and 11 adults for the three story times in November.
- Class visits all made it down this month except for 6<sup>th</sup> grade because the teacher forgot. I was really puzzled when they didn't show that afternoon since I had talked to him that morning and he said "we will see you later!" Guess I am not the only one who has lapses of memory! There were 97 students and 8 teachers visiting the library this month.
- Book Prowlers met on November 11 with seven members discussing "Eat, Pray, Love"
- Scrapbook class was held on November 15<sup>th</sup> with 8 people attending.

- The Friends of the Library were scheduled to meet on November 18<sup>th</sup> but only two people showed up so the meeting was cancelled. They will not meet in December but will have their next meeting January 20.
- The Friends decorated an area of the Kendrick Park for the annual "Light the Park" Celebration which was held on November 22.
- Last month the Friends voted to let me spend \$100.00 at the Juliaetta Elementary School Scholastic Book Fair on November 5<sup>th</sup>. This helps the school library and also helps me get some fairly inexpensive paperbacks to add to our branch. I will send them up to Tech to be bar-coded after things settle down from all of Cathy's new book orders.

#### Potlatch Branch Report – Donna Quiring

- They are finished with the Onaway Road Construction until next spring. It was quite bumpy getting to the library the back way.
- The flooring in the bathroom is scheduled for the first two weeks in December.
- We will have the Christmas Open House after the Lighted Christmas Parade on December 13th. Parade starts at 5:00 with fireworks after the parade. We will have cookies, hot cider, crafts and The Potlatch Junior Jammers will be playing Christmas Carols. Everyone is welcome to come and enjoy the festivities!
- Storytime has been well attended with 3 programs in November and 43 kids and 26 adults attending. We have had some fun storytimes and crafts.

#### Troy Branch Report – Margie Fitzmorris

- Evaluation time again.
- Story time is still going strong.
- I am excited that Maxine Cole will be working in Troy for 2 hours a week. It will be so much help! Thanks to Anne for the "Sub Experiment".
- Working on ordering Summer Reading items.
- Preparing for the Winter Reading Program. It will start January 19<sup>th</sup> and end April 30<sup>th</sup>.
- Ellis Anderson was so kind to repair the ever running toilet. What would we do without our volunteers?
- I have been doing some much needed Adult PB weeding.
- Adventure Learning Camp gave a presentation on the 24<sup>th</sup> at the Library. A few of the kids are going on a pack trip over Spring Break.