

DIRECTOR'S REPORT October 2006

Activity Summary

As it's been two months since the last director's report, there are several updates I would like to share with the board. In the interest of brevity, I've bulleted them and will be glad to answer any questions board members might have. Therefore, in no particular order:

- The district now offers a collection of 80 "emergent literacy" book kits. This collection was purchased by the library and developed jointly by Cathy Ensley, District Youth Librarian, and local teacher, Lori Maxwell. It is designed to bring young readers up to the JB reading level.
- The district's brochure for new patrons has been revised. It now better promotes the electronic resources offered by the library.
- E-audiobooks are closer now than ever. The VALNet directors approved funding for the NetLibrary program and Chris Sokol is working with VALNet to help prepare us for this imminent launch.
- Chris Sokol is also working with Randy Smith of the Lewiston City library as a two-person committee charged with making improvements to the search features of the VALNet catalog.
- The district's Adopt-A-Magazine campaign has begun and will officially continue through October 27th.
- Jeannie Haag and I have both been out with Connie on the courier run. Jeannie went out twice to share information with supervisors about the packet process.
- The branches conducted a video rotation in October and we are now looking at rotating selected standing collections before winter weather arrives.
- The Moscow Friends group will host their Fall booksale on Saturday, November 4th from 8:00 AM to noon at the American Legion log cabin at 317 S. Howard Street in Moscow.
- The issue of cleaning in the district libraries is still being worked through. I've met with managers and branch supervisors and currently there are at least short term solutions in place.
- Pat Eck, Tim Hillebrand and I met regarding re-energizing the library district's Foundation. We exchanged information about possible board members and where we might want to go next.
- Donna Quiring and I attended the Potlatch Elementary School Book Fair and Open House in September. For the first time we were able to set up library accounts outside of a library building. I wrote the Pulse news column relating that story, and the library has gotten a lot of positive feedback on it. The Potlatch Friends group was even kind enough to write a thank-you note.
- I recently attended the Idaho Library Association conference in Moscow as did library staff Chris Sokol, Sally Perrine and Connie Anderson-Chalker. It was an outstanding conference and gave us renewed excitement as well as new ideas. Board members Pat Eck and Chris Kowrach, as well as Foundation President Tim Hillebrand and I, attended the pre-conference session on fundraising.
- The library now has available for board and staff members the DVD set connected to the Digital Natives Conference conducted this summer by the Idaho Commission for Libraries.

- Debbie Fischer, our Deary branch supervisor, is working with her Friends group and the city of Deary to pursue replacing the carpet in that library.
- The library received a "Citizen's statement of concern about library materials." See letter in response.
- The Moscow Library is again hosting the Creative Writing Workshop offered by Judy Sobeloff.
- Jeannie Haag, June Falk, and I attended a variety of meetings with other VALNet libraries. Jeannie attended the bibliographic standards meeting, June the circulation group one, and I've been to two meetings of the VALNet directors.
- The three-person job share of the Access Services Manager job passed its two-month probationary period. Their tenure is extended for four more months to coincide with the end of my own Interim assignment. Their hourly rate was increased to the entry level rate for that position as of October 1st.
- On the subject of salaries, I would like to clarify the statement in the June budget notes report: "bringing all staff not at the top of the grid up to the top for equity." After discussion with Sylva Staab in her role as advisor in the area of human resources, and discussion with library staff and managers: In FY 2006-2007 as staff members earn the increases according to the district's salary grid tool, appropriate step increases will be awarded. This will result in a savings for the library and will ensure equity for staff.
- On a less positive note, the Ingram Book Group, one of major vendors for library materials, has changed their policy and now will be adding freight charges to our orders. We are watching closely and reviewing our practices to minimize the impact of this change.

Upcoming for the library

- Staff evaluations are scheduled to begin in November.
- The WIN consortium announced at the October 12th VALNet directors meeting their revised schedule for implementing Universal Borrowing for the CIN and VALNet consortiums. Instead of aiming for a launch date sometime late in 2007, they now hope to bring that software program and service online in January 2007. Universal Borrowing is designed to allow patrons to place electronic holds across the WIN consortium.
- I would like to continue discussion with managers and staff about ways to amend the current budget so that the 2006-2007 projected deficit is reduced. I believe this would give the new funding streams a more realistic time frame for development, and allow the staff to aim at more appropriate budget targets.

Moscow Access Services Report

As you know in July of this year following the resignation of the director, Janice McPherson, Anne Cheadle took on the position of Interim Director for a six month period of time. That left her position vacant, and in response three of us from Moscow Circulation applied to job share her previous position of Access Services Manager. The three are June Falk, Connie Anderson-Chalker, and Sally Perrine; we are known around the library as the Troika! We share the duties on a day-by-day basis, Connie takes Monday, Sally is in charge on Tuesday and Wednesday, and June fills the position on Thursday and Friday. Communication is a challenge, of course, with a 3-way job share, and we make lavish use of e-mail, have frequent hurried short meetings on the fly, and meet once a week to compare notes.

Staffing has been our biggest challenge, due to planned-for and unforeseeable events. Specifically, John Pool's retirement at the end of September left a 20-hour/week hole, and the shifting of hours from circ staff to Access Services managers' hours left a large deficit as well for Moscow circulation coverage. In addition, our loyal

circulation sub, Christine Barron, needed a couple of weeks of sick leave in early October, so we've been scrambling to fill a number of hours with branch subs and with a great deal of help from managers. On a positive note, Karon Chiavaras was hired to replace the position that John vacated, and she has been a godsend due to her willingness to work any and all shifts and to make last-minute changes in her schedule in response to our needs. We are currently advertising for a few Moscow subs, with ads posted at all branch libraries, on our website, and in the Daily News.

Bovill Branch Report

September was very quiet and relaxed at the Bovill Library. The quiet time has given me an opportunity to do some much-needed shelf weeding and some paperback sorting. Story times will begin in October so I have been doing some brain storming and planning in preparation for that. My volunteers continue to be great help coming in and helping me shelve books on a regular basis.

Deary Branch Report

Kids are back in school and leaves are turning yellow. It is a beautiful time of year. Patrons continue to use the wireless connection and sit for hours at the desk in the back. Getting to use their own computer pleases them very much! I have noticed the internet use switch from "Runescape" to "My Space" for children and young adults. Sandy Henriksen from the Idaho Commerce and Labor stopped by for a quick lesson on various website use. She left a folder with good information for job seekers. I was able to use the information immediately with a patron looking to start his own video business in Idaho. He has extensive footage of a wild mother bear and her cubs, and I look forward to seeing the finished product! More next month!

Genesee Branch Report

The month of September was the month of getting back in gear for story times on Friday mornings. Now the computer rush is after school and adult users have figured this out They can come in and not have to compete with kids for time. The Friends group met and have started planning library activities for the coming months. I was able to travel to California to visit my parents for a week. As it happened the board meeting usually scheduled for September was canceled. I wasn't the only person on the move. Corlene Becker was able to substitute for me. It's good to have a capable person available in the community. Other than that it's business as usual.

Juliaetta Branch Report

The month of September starts our busy schedule of monthly class visits and weekly story times. Our first story time on Sept. 21 drew in 17 children and 7 adults. Things calmed down for the second week with just 11 children and 5 adults. Class visits went well with all but second grade coming down to check out books. We have about 25 new students at the elementary school this year.

The end of September also means the end of the fiscal year which means we will no longer have anyone paying for our cleaning. This has us worried about what we will do to keep the library looking nice and also providing a safe and clean environment for our patrons. The City of Juliaetta and the Friends of the Library split the cost of the cleaning last year but the Friends have said they do not wish to foot the bill again this year. Anne and I have talked at length about this problem but I do not think we came to any conclusion except that someone definitely needs to clean. Anne and Chris Kowrach have said they would go to the city council with me to ask for some funds from the city to pay for the cleaning for this year. If they are not willing to fund the cleaning, we are hoping the Board can find some money in the budget to do it.

The Friends did a book sale at the Juliaetta Blackberry Festival but the returns were pretty poor for all the work involved. They have decided to try another type of fund raiser next year. It is fun to go and see all your friends and neighbors and the classic cars.

Julie Monroe came down and sold and signed her new book at the Friends booth at the Festival and she was very pleased with her results. It was good to see Julie again!

Potlatch Branch Report

The Opening Doors for Families workshop that Jan Welles and I went to in Coeur d'Alene was fun and informative. We came back with a lot of good ideas. Thanks to Jan Wall for bringing the free books from the State Library to give to the kindergarten kids at the Open House when they got a library card. As Anne wrote in her article for the Pulse, we had a very successful night at the Potlatch Elementary Open House. I definitely want to do it again next year. I had many parents and teachers tell me how glad they were to see us there. I made a mistake and started Storytimes the week of the fair. We only had 2 kids that day, but it has since picked and we are back in full swing!

Troy Branch Report

Story Times are going strong this year. I changed the time of Story Time to 10:30 Thursday morning instead of 10:00, on the request of the Moms. The extra half hour gives them extra time for home schooling in the mornings. The change seems to be working out fine. The ages of the Story Time kids range from 6 years old to 3 months. Makes it very interesting. The kids are a lot of fun!

Sandy Henriksen, consultant for the Idaho Commerce & Labor, stopped by the Library to drop off a packet of information for patrons searching and applying for jobs. The packet contains information about how to write cover letters and resumes. I am sure this will be very helpful for the patrons. Plus some very helpful websites. We had some very sad news about one of our Troy Friends of the Library. George Leslie passed away from complications of surgery. George has been a very dedicated friend and patron of LCLD. He was also the President of the Troy Library Friends. He will be missed by so many.