

## **DIRECTOR'S REPORT**

### **February 2007**

#### Activity Summary

As always, questions are welcome!

- ❖ The District's patron brochure was revised to reflect the changes resulting from the Idaho Commission for Libraries (ICFL) new databases subscription package. The Auto Repair database is now included in the LiLI package rather than purchased separately by the District. Chris addresses other changes.
- ❖ Several staff members attended the February ICFL workshop introducing the new LiLI subscription packages. Attendees included: Betsy Bybell, June Falk, Sally Perrine, Jan Welles, and myself.
- ❖ I attended the annual meeting of the Troy Friends of the Library on January 24<sup>th</sup>, a meeting of the Potlatch Friends of the Library on February 1<sup>st</sup>, and a meeting of the Moscow Friends of the Library on February 8<sup>th</sup>.
- ❖ The District's annual report was submitted to the ICFL on January 30<sup>th</sup>.
- ❖ We submitted a \$3,000 Gates Grant request for Public Access Computers on February 12<sup>th</sup>. The grant opportunity requires the new machines to be located in the Troy library.
- ❖ I chaired a VALNet committee that produced a NetLibrary talking points document for VALNet staff.
- ❖ Technical Services continues to clean up the periodical records that transferred awkwardly from SIRSI.
- ❖ On February 7<sup>th</sup>, I attended the monthly meeting of VALNet directors.
- ❖ Implementation of Universal Borrowing services, which allows WIN consortium patrons to place online holds on material throughout WIN, has been rescheduled. The anticipated rollout is now April 2007.
- ❖ The LCLD Foundation board had its second lunch meeting in Moscow on February 16<sup>th</sup>.
- ❖ Our outsourced courier QD Services continues to do a Tuesday run to the six rural branches.
- ❖ The annual video rotation between Moscow and the other district libraries was completed.
- ❖ Bovill, Deary, Genesee and Moscow began rotating JE materials in February.
- ❖ With Jan Wall's help, Carol and I are following up on a technical problem that occurred with our 2005-2006 e-rate reimbursement request. The system's new online request process appears to have malfunctioned and we are dealing with the fallout.
- ❖ Again with Jan's help, Carol and I took the next step in the e-rate reimbursement request process for 2007-2008 monies.

#### Department and Branch reports

##### Adult Services – Chris Sokol

- 📖 We received a \$500 gift toward adult DVDs and books (this is in addition to last month's gift of \$400 toward adult DVDs). It's all been spent! I've been buying lots of second copies of DVDs to route to branch libraries.
- 📖 We're continuing to field questions about downloadable eAudiobooks--I supplemented existing promotional material with an informational poster and handouts for system-wide distribution. Many people are still having problems getting eAudiobooks to work properly.
- 📖 New links on our web site now access the new and/or rearranged array of electronic resources. The "NovelList" fiction database, formerly available free through LiLI ("Libraries Linking Idaho"—a project of the Idaho Commission for Libraries) was dropped from the 2007 LiLI-D package. LCLD picked up the cost for NovelList for 2007 because it's very useful and there really is nothing like it in the 2007 LiLI-D array. We got a group discount with some other Idaho libraries.
- 📖 Web site updates: added tax-related links and tax assistance information and revised Moscow Centennial exhibit dates for its "Latah County Tour". The exhibit is at the Eastside Marketplace, then will be at the Moscow Friends' table at the 1912 Winter Market (Feb. 10), then the McConnell Mansion. Finally, it will visit each branch library, beginning with Juliaetta in March. See website for schedule.
- 📖 Wrote an article for the Daily News "Pulse" section (2/1/07) to "wrap up" the 2006 Centennial and thank donors and volunteers at the same time.
- 📖 Sent off February "New at the Library" column for the Co-op Newsletter.

- 📖 Two enhancements have been made to the VALNet catalog:
- The "New Books" tab (actually includes all recently-added items—the software forces us to use the word "Books") now allows users to limit to individual library systems within VALNet. There are still some problems with the "New Books" option but WIN is working on them.
  - LCLD will begin adding the subject heading "Picture books for children" to new records for juvenile picture books. We had the capability on our Sirsi catalog to limit by "picture books" as an item type but lost that when we migrated to Endeavor. This addition will help staff and patrons locate children's picture books on particular topics (for LCLD materials, at least).

### Outreach Services – Betsy Bybell

- ✚ 35 inter-library loan requests
- ✚ 14 programs to preschools for a grand total of 303. The theme was "Nonsense", which was filled with silly fun.
- ✚ Kept the PIH reports rolling. Nancy Pedersen is a new volunteer in my department; she pulls the requested items on Wednesdays. Her help is greatly appreciated.
- ✚ Wrote Outreach Services Annual Report for board which Anne presented.

### Youth Services – Cathy Ensley

- ❖ Put on 12 children's programs, with a total attendance of 237 kids and parents.
- ❖ Attended a "Rural Sustainability for Libraries" conference in Coeur d'Alene.
- ❖ With Chris and Betsy, put on a "Craft until Midnight" program on Friday February 9 from 6-midnight. (Scrapbooking and knitting.)
- ❖ Spent just under \$5000 on Youth Materials. This included about 300 DVDs to be disbursed to the branches, giving each a healthy Youth DVD collection. I plan to phase out the Youth Video collection in the next year or two, as the tapes are all very old, and with very high circ stats. The industry has moved away from videotapes; I haven't bought any in well over a year.
- ❖ Spent on average 2.5 hours per week on the website. This number will increase in the coming weeks as I create Summer Reading publicity and information for the web.
- ❖ Shipment of Summer Reading promotional materials and prizes was received on February 9.
- ❖ Began planning the Summer Reading program. In addition to offering a lapsit program and a toddler storytime each week in June and July, I will offer Summer Reading programs to children from ages 4-9, on Thursdays at 10:30 and 1:30. I also hope to add a Young Adult component (ages 9-12), but haven't worked out the details. Also, I've had patrons ask me to repeat the scrapbooking program I offered last year. (Answer: probably.)
- ❖ Booked all Summer Reading performers. The lineup is as follows: Eric Herman, a musician. Justin Cooley, a Cajun storyteller. Border Collies International (dog show). Batsy. Cecil Lewis, a magician. Elyse Cregar, who wrote *Feline Online*. She will present a program on Animal Mythology of ancient Egypt. Last, there is the possibility of a performance by the Magic Lantern Players, who have developed a play around the Summer Reading theme of "Get a Clue." Donna and Jan are looking into a county-wide grant that will enable this group to perform at all LCLD branches.
- ❖ While it may seem as though everything is set for SR, I truly have not even scratched the surface of all the things that need to be done to prepare for this annual occurrence. Good thing it's only February!

### Bovill Branch Report – Paula Winter

- Business in Bovill was pretty normal during the month of January. It's that time of year again and I have had a lot of people wandering in looking for tax forms so I have spent quite a bit of time looking up forms and printing them off the Internet for folks. It takes some of my time to do it but I don't mind and they seem to really appreciate it.
- I had one class visit this month from the 1st graders here in Bovill. They had a good time visiting the library and were eager to come back again. I hope we can make this a regular visit. We had 21 kids and 4 adults.

### Deary Branch Report – Debbie Fischer

- Patrons appreciate the video rotation selection and are looking forward to more DVD's in the future.
- Story time attendance is picking back up and we now have 3 regular children who love to listen! The After-school program kids walk to the library twice a month. We average about 25 children and 3 adults each time.
- We are hearing positive comments about the eAudiobooks.
- Computers continue to get heavy use, especially by teens after school. Wireless is also appreciated by patrons with laptops.
- Many patrons are now stopping by asking for tax forms, which Moscow has recently provided.

### Genesee Branch Report – Sharon Steiger

- The new year came to the library in slow motion.
- I was always busy with patrons, book rotations and the PIHs
- and the regular business of the library.
- During this time I was able to get a huge paper back order in.
- Friends will meet next month.

### Juliaetta Branch Report – Jan Welles

- ◇ Class visits were pretty much on schedule with two canceling due to the extremely cold temperatures and icy sidewalks. 63 students and their teachers visited the library this month.
- ◇ Story times went well in spite of the cold/flu and chicken pox, making the rounds. 52 children and their parents came to enjoy stories and crafts this month.
- ◇ The Friends met and continued working on the 30<sup>th</sup> anniversary celebration plans as well as other future projects.
- ◇ Julie Monroe presented a very well-received workshop/book reading on her three published books. Fourteen people braved the icy roads and snow to come for the two-hour long program. The Friends partnered with the local K-J Arts Committee and the Latah County Historical Society to bring this program to our library.
- ◇ The Book Discussion Group met and had another successful discussion. The book featured this month was Nelson Mandela's "Long Walk to Freedom"
- ◇ The two doors that open into the kitchen were painted the same color as the two front doors by a volunteer. The trim on the new windows and the bathroom door will also be painted in the near future to match the other doors.
- ◇ Four "new" (donated) upholstered chairs were cleaned and scotch-guard protected and are now in the library giving us additional comfortable seating.
- ◇ One of the shelves that were given to us by Sharon at Genesee was put up to take the place of two old wire paperback racks. This gives us more floor space and also makes a divider for the children's area at the back of the library. No one is sorry to see the old paperback racks disappear! The shelves are more user-friendly and safer with little children who like to spin the racks.

### Potlatch Branch Report – Donna Quiring

Winter Reading sign-ups are off to a slow start with only 29 signing up so far. We had 30 people show up for the Friends sponsored program with author Kim Barnes. She read from her books and had a lively discussion with the audience. The video rotation went smooth and patrons are happy to have some new movies to choose from. Storytime has been very popular the last few weeks with between 14 and 16 kids. After one storytime, I commented to a patron that was working on his laptop that it was pretty noisy, and he told me he had earplugs in! Summer Reading products arrived, so I guess that means it's time to buckle down and get some planning started.

### Troy Branch Report – Margie Fitzmorris

- ☺ New magazines from the Adopt-a-Magazine Campaign are coming to the Library. Patrons are happy to see a new selection of magazines.

- ☺ Story Time is still a highlight, 46 kids and 15 parents. Two of our Story Timers played their violins for us this month.
- ☺ A group of Homeschoolers had a Spanish class on the computer, in the library.
- ☺ Patrons are excited to see the new videos since the video rotation has taken place.
- ☺ EAudiobooks are becoming more popular. Several patrons have stopped by to sign up for their accounts and ask questions.
- ☺ Many patrons are very happy with the LibraryElf. Fewer overdue items.
- ☺ The Troy Friends had a meeting January 24<sup>th</sup>. They elected new officers and discussed some maintenance concerns. Anne spent sometime addressing funding/budgeting concerns of the library. She also discussed the Foundation. Thanks Anne for coming out to Troy.