

DIRECTOR'S REPORT

July 2007

Activity Summary

As always, questions are welcome.

- The ADSL upgrade in Moscow was completed this month. Branch staff in Genesee and Juliaetta commented on the faster access to "Tier 3", the district's shared disc space.
- Gates grants were submitted for seven additional patron Internet access computers, one per library. No word yet on the outcome.
- Access Services Manager George Williams attended WIN training on the Voyager software upgrade scheduled for July 24th-26th. During the upgrade both the VALNet online catalog and the regular circulation software will be unavailable, though all district libraries will remain open.
- George also attended the VALNet circulation core group meeting in Lewiston on July 11th. Attention was focused on the new WIN borrowing service, still scheduled for September implementation.
- Keeping up with summer reading re-shelving in the Moscow Library was a special challenge with volunteer John Morrison temporarily off duty. As always, we can't thank our many dedicated volunteers enough for their contributions to the library.
- We are working on the answering machine issue in the six branch libraries.
- The 2007 Adopt-A-Magazine campaign continues.
- The LCLD Foundation Board is scheduled to meet next on Friday July 20th. The agenda includes a speaker to address the possibility of hiring an AmeriCorps/Vista volunteer to help with fundraising activities.
- This has been one of the quietest months of the year as far as administrative activity. With half the staff busy with Summer Reading programs and activities and the other half on vacation, meetings were rare.

Department and Branch reports

Outreach Services – Betsy Bybell

- ✚ Summer reading, summer reading, summer reading!
- ✚ Storytimes at 9 daycare facilities for 15 classes.
- ✚ Wrote, found props, costumed puppets, and rehearsed a new play for the summer. Performed this play "The Night It Rained Pancakes" at all branch libraries, including 2 performances at Moscow. Afterwards I told a story called "Poccamandus". If you look at our summer reading site online, you'll see photos of some of the silliness at the shows.
- ✚ Regular duties of running off the PIH reports and keeping up with the inter-library loan requests.

Technical Services – Jeannie Haag

Tech. staff remains busy as usual and things have pretty much been status quo for some time. There are a few things however, that could be considered worthy of note.

- ✓ On the 7th of June, George and I attended the NWEA (Northwest End-users Group) conference in Spokane at Gonzaga University. There were many interesting sessions and a guest speaker who spoke about the frenzied pace of technology and how libraries must adapt and keep pace. One of the sessions I attended pertained to creating reports and the use of the Access module.
- ✓ After George was hired and the Troika dissolved, the need to reschedule Connie's and Debbie's hours was apparent in both Tech. and Access Services. Once that was accomplished and hours established, I have been working on changing the department's workflow to allow for materials to move through cataloging and processing in a more timely fashion. To date, it seems to be working quite well.
- ✓ Connie is getting more involved with the adding of our holdings and item records, Debbie has more time to devote to checking and cleaning audio materials, and I have begun processing and maintaining our periodicals on a daily basis instead of twice a week on Tuesdays and Fridays, as was the case when Debbie was handling the periodicals. Debbie is also helping with deleting withdrawn materials, and covering and laminating new books.

- ✓ I recently completed removing all LCD BIB records which had no holdings. Most of these (there weren't very many) were a result of records left over from SIRSI when the conversion to Voyager was made. I was quite pleased with the low number.

Youth Services – Cathy Ensley

- With the June report, Summer Reading was just cranking up. With this report, it's now winding down. There are two more weeks of programming, and Summer Readers must finish their reading, here in Moscow, by July 31.
- Final numbers are not yet available, but we already have 100 more signups than last year, bringing the current number to about 940.
- Program attendance has increased by 30%. Paying professional performers to do programs appears to make a difference in attendance numbers. Last year, I did not have paid performances. Expect further analysis in August, when final numbers are in . . .
- There's been little time to do more than carrying out or overseeing six programs per week, plus keeping an eye on registration packets and desk volunteers, however I managed also to put in 10 hours on the website, mostly adding all the great Summer Reading photos.
- In addition, I spent just under \$3000 on Youth Materials which, by my calculations, depletes the youth budget for the year. Of this money, about \$700 is for books with a September release date; it may be that these will be invoiced in the next budget and I will find, in August, that there's still a little money left to spend.
- Summer Reading costs are currently at \$3300; I am running low on picture book giveaways, and will need to spend another \$350 on them, as well as another \$50 or so on the upcoming Harry Potter party, bringing the Moscow SR total to around \$3700, which is the amount I asked the Friends to support. Many thanks to the Friends!

Bovill Branch Report – Paula Winter

- Summer Reading programs: Soap Box racers with 9 kids and 2 adults and Betsy with The Night it Rained Pancakes with 11 kids and 4 adults. We had a pancake toss outside afterward that the kids and even the adults had a good time with.
- (Anne's note: Paula has been working very hard to get displays and activities set up for the Bovill Days celebration. Thank you, Paula!)

Deary Branch Report – Debbie Fischer

- ✓ Summer Reading Program is in full swing. Deary has offered 4 programs, with 93 children attending and 19 adults. The extra prize drawing for a great toy each week has generated a lot of excitement!
- ✓ Adult Writing Contest sponsored by Deary/Bovill Friends of the Library has been continued till the end of the June. Winners will be announced at a later time.
- ✓ Book signing by Alice Nau was held Thursday, June 14. The author read from her newly published book "Aftermath". He parents of one family attending had Mrs. Nau as a Fifth grade teacher!

Genesee Branch Report – Sharon Steiger

- We got off to a good start with summer reading this month. So far 99 children have signed up.
- During the summer I continue with story time for the little children on Friday mornings. On Wednesday afternoons the programs are designed around the SRP theme.
- At this time of year it often looks like a tornado struck in the library. The juvenile and juvenile easy books get a real workout. I'm fortunate to have two kids who are willing to help with shelving. As in the past I have parents helping with projects.
- At the first of the month I was able to take some time off and go to a family reunion in South Dakota. It was fun and worth the drive.
- The Community Day book sale was well received and the Friends did quite well. Having an extra hour for sales was good. Usually we've gone from 12-2 in the afternoon. This year we were in business from 12-3. For all the work that goes into setting up that was better.

- The Friends haven't gotten together since prior to the sale and for the sale. I anticipate them meeting regularly again in the fall.
- The on going story is working out well. People like putting down their line or two. When it's run its course I'll type it up and have copies for the authors.
- The dinosaur puppet project was a great success. I took a few pictures and Cathy put one on the web page.
- I'd like to say it's business as usual, but it isn't and won't be until August.

Juliaetta Branch Report – Jan Welles

- ❖ Summer Reading officially began on June 14 with a Movie and Popcorn party. The second week was Batsy's wonderful puppet play and storytelling and week three brought Latah County Sheriff's Deputy Ryan Sillers and the K-9, Kilo, to the library. Programs had attendance of 86 total with 64 youth and 22 adults at the three events. There were 75 children registered by the end of the month.
- ❖ Book Discussion Group met to discuss "Housekeeping" by Robinson. Five were in attendance. The group will not meet during the summer but will begin again in September with the first meeting to choose books for the new season.
- ❖ The Friends voted not to meet during the summer but to help as needed with Summer Reading.
- ❖ Anna Bruce began her training as a District sub and is learning quickly all the ins and outs, ups and downs of Voyager and VALNet. I am extremely pleased to have her to help out at the desk during my Summer Reading Programs on Thursdays. It frees me up to help the presenter or do the program as she deals with all the mountains of returns and helps patrons with check-outs!
- ❖ Andrew from First Step came down and finally has Tier 3 working for Juliaetta.
- ❖ Thank you to George for the new format of the holds list! It is a time saver and makes my life easier.

Potlatch Branch Report – Donna Quiring

- The Friends have purchased bike racks and they are now installed!
- Diane filled in for me and gave a library tour to 31 kindergartners and 3 adults.
- The book sale raised 200 dollars. Because of the amount of work and the lack of storage space, I don't think we will do this again.
- We have 171 kids signed up and 26 finishers for Summer Reading so far. The programs have had an average of 20 kids at each of them, which is good for Potlatch. Donations came in at over 1000 dollars!
- Friends bought a DVD player for the library.
- Starting to getting pretty hot in here! Maybe we can get the Foundation grant committee to see if there is a building improvement grant so we could get air conditioning.

Troy Branch Report – Margie Fitzmorris

- ❖ Summer Reading is in full swing. So far we have 130 sign-ups and just a few finishers at this point.
- ❖ We are preparing for the parade at Troy Old Timer's Day.
- ❖ The local daycares have been to the Library to sign their kids up for Summer Reading Program.
- ❖ Betty Leslie has been taking pictures of the Summer Reading Programs to send to Cathy. Cathy has been so kind to put them on the Libraries website.
- ❖ The Troy Friends had a clean up day at the Library. Weeds were removed; pine needles and other debris were cleaned up and hauled away. Windows were washed on the outside too. Thanks Troy Friends!
- ❖ Adopt-a-magazine campaign is going on.
- ❖ A writer's workshop was held in the History Room of the Library.