Idaho trustees lend a hand for Idaho Family Reading Week events

Storybook characters, food, fun activities, and free books were key ingredients for successful Family Reading Week events held around the state in November. The Read to Me program sponsored the 11th annual Idaho Family Reading Week to help draw families into their public libraries and encourage them to spend more time reading together.

"From the reports we received, the goal was achieved," Idaho Commission for Libraries Project Coordinator Stephanie Bailey-White said. Storybook character costumes were sent to 34 libraries and most of those libraries shared them with nearby libraries as well as visiting schools, daycares, Head Start centers and more.

Libraries relied on trustees and members of the Friends of the Library to help handle the large crowds. They pitched in and helped with everything from serving food to wearing the costumes.

In Gooding, all five trustees were on hand to make sure the event was successful. Cora Caldwell, pictured above, and Martha Oberle helped manage the event, directing children from one project to another. Mindy Jay fed children “Puppy Chow” and water. Gary Major and Pat Campbell helped children make dog ear hats to wear.

Clifford and Crew. (left to right) Gooding Public Library Trustee Cora Caldwell, and Gooding staff members Carolyn DeWitt and Cheryl Reed take a moment during their Family Reading Week event to pose with Clifford. Who could resist the big red dog!

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How do we find trustees who are more involved?

Some of our board members don’t participate much in the meetings. How can we find people who are more involved?

Active recruitment of new board members is an appropriate activity for all public library boards. Whether you are a city or district library, the future of your library’s services centers around an aware and active library board. While appointments to a city board are the ultimate legal responsibility of the municipality, boards can facilitate the process by recruiting capable candidates. Even though district trustees are elected to the position, district boards can play an important role in recruiting qualified candidates.

An effective library board should include citizens who are actively interested in the library, involved in the community, and willing to devote time to the library’s planning and development. Since one library board appointment expires each year, trustees should develop an ongoing process to identify strong candidates for consideration. By recruiting and recommending good candidates, the board can help ensure effective library planning and leadership.

Identifying good candidates

As the library board periodically reviews its mission and roles in the community, the trustees can also assess strengths and weaknesses in the current board composition, and then identify desirable qualities for new members. Consider the makeup of the board to ensure it represents the composition of the community. Being just a regular library user is not necessarily the most effective criteria for library board membership. Board members must understand and be willing to support the library’s mission and goals and communicate the library’s activities and needs. Since trustees prescribe library services for the community, they should be able to keep a finger on the pulse of the community, keep their ears open for trends and changes in library services, and be able to see opportunities that arise. The board should include members who have a sense of the “big picture” of community services, as well as of local and regional planning, whether in schools, housing, or economic development.

Getting the word out

It may be difficult to identify people who are willing to commit the necessary time and energy to the library board. By actively promoting the need for new members, the library board should be better able to recruit and identify viable candidates. In addition to flyers in the library and other locations, consider including information in newsletters and on the library’s web site as well as city or county government web sites. Find out if your community or county has an application form it uses to recruit and screen candidates for committee appointments. If not, offer to help develop one. A good application form will solicit information about the candidate’s qualifications, interests, and involvement in other community organizations. Library board members can communicate their own commitment to the library and its services and encourage suitable candidates to apply. It helps to provide candidates with a summary of library trustee duties and responsibilities, as well as a schedule of regular board meetings.

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Honing your fund-raising policies

If your board is developing or revising fund-raising policies, it helps to start by establishing the purpose of the policies, regulations, procedures, and guidelines. They may be to:

- establish procedures for all fund-raising on behalf of the library;
- establish how the library handles gift naming opportunities;
- establish the purpose of the library’s fund-raising and acceptance of donations;
- establish how fund-raising supports the library mission and strategic plan;
- establish whether the library accepts, solicits, or denies donations and if so, specify any conditions or criteria;
- establish communication methods toward donors, whether for appreciation, acceptance, or refusal;
- establish how acknowledgments of donations are made;

- establish fund-raising roles and responsibilities of library staff, library foundation or Friends of the Library;
- establish definitions of gifts, fund-raising, or donations; and
- establish who may approve fund-raising projects and grant proposals.

Sample Policies

The Mid-Hudson Library System has a web site with sample public library policies and development tips. The site, http://midhudson.org/department/member_information/library_policies.htm, has some fund-raising policies as well as many other examples. It may be helpful to review these as you discuss how they apply to your own community.

This is part of an article by Stephanie K. Gerding, published in the September/October 2005 issue of Public Libraries.

ILA Book of the Year - continued from page 1

outstanding contribution to Idaho literature.

“This title rose to the top very quickly. It’s a remarkable story about a young Danish American immigrant who found her way to Pocatello and left this gift for all of us,” ILA Book Award Chair Ruth Funabiki said.

Also recognized with an Honorable Mention was Spence Campbell’s memoir entitled Lewis & Clark and Me. Campbell’s book describes the challenges he faced during his remarkable swim down the Clearwater, Snake and Columbia rivers, following the path of Lewis and Clark. The book also provides vivid descriptions of growing up in Orofino and Lewiston in the forties and fifties.

Recruiting trustees

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Identifying, recruiting, and recommending good board members can help to maintain the library board as an effective conduit between the community and the library. The recruitment process can help establish or strengthen the board’s rapport with the city’s governing body (in city library cases), even when the recommendations are not accepted. And trustees who go off the board when their terms expire can feel a greater sense of accomplishment and continuity knowing that the ongoing work will be in capable hands.

Adapted from an article written by John DeBacher of the Wisconsin Division for Libraries, Technology, and Community Development.

Fast Fact

Libraries serve even more people with free wireless access. More than half of public libraries (54.2%) offer wireless, up from 17.9 percent only three years ago. [Source: Public Library Funding & Technology Access Study, found at www.ala.org/plinternetfunding].
the rest of the evening. "After children completed five of the eight stations, they could choose a book of their very own. One Clifford book went to each family that attended," Caldwell said. Stations included: guessing jars, bookmarks, Clifford stories, pin the bone on the dog dish, making a card, coloring pages, and making Clifford hats.

McCall Public Library was also lucky to get some hands-on help from trustee Jill Meyer (pictured at right) who wore the costume to daycares, seven classrooms, and at an overwhelmingly successful Hank Party at the library. "We sang a cool echo song about Hank, kids got free photos of themselves with Hank that were e-mailed to their parents, and we did some fun crafts. Both teachers and parents thanked us for all we do to promote reading in the community. Kids were lined up 40 minutes early to get a chance at winning the free Hank books," McCall Youth Services Director Meg Lojek said. "I knew it would be fun, but I did not expect the overwhelming response! The little things like this add up to a community of kids who are excited about books."

More pictures and stories from other libraries can be found in the November 30 issue of The Scoop, http://libraries.idaho.gov/the-scoop.