

ICFL News

The Idaho Commission for Libraries Newsletter



Library community honors Bolles' career of service



Dr. Charles A. Bolles

Dr. Charles A. Bolles retired last month after a long career of service to the Idaho library community. Bolles served for over 27 years, 24 of those as the State Librarian and more recently as the Continuing Education Consultant.

"I have seen tremendous progress in library services to the citizens of Idaho during my time at the Idaho Commission for Libraries (formerly the Idaho State Library). I appreciate the support and friendship from the members of the library community that I have received over the years," Bolles said.

A retirement reception was held on February 21 to honor Bolles and his years of service. Idaho Library Commissioners were on hand as well as past and current Commission staff and librarians from around the state.



All smiles. State Librarian Ann Joslin, Read to Me Coordinators Peggy McClendon and Stephanie Bailey-White, and Idaho Library Association representatives Erin Hasler and Jillian Subach were all smiles following the Joint Finance - Appropriations Committee (JFAC) meeting last month.

Read to Me expansion passes another big hurdle

Idaho Library Association representatives Erin Hasler and Jillian Subach along with State Librarian Ann Joslin and project coordinators Stephanie Bailey-White and Peggy McClendon were on hand February 19th to witness the unanimous vote by the Joint Finance - Appropriations Committee to recommend the ICFL budget including \$335,500 in new money to fund a significant Read to Me project expansion. The next step will be voting on the House of Representatives and Senate floors to accept the budget.

The goal of Read to Me is for more children to be ready to read when they enter kindergarten and for more early elementary children to keep or increase their reading skills over the summer. The expansion includes:

- Increase the First Book program to reach 1,500 children with their first books
- Increase the Jump Start program to reach 11,000 kindergarten children and their parents

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Idaho Commission for Libraries

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Mission: The Idaho Commission for Libraries assists libraries to build the capacity to better serve their clientele.

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LiLI Unlimited: Powerful Service to Library Users

“Now that I’ve used it, I can’t imagine being without it.” This was a comment from an elementary school librarian about CatExpress, the cataloging tool available to LiLI Unlimited participants. Throughout Idaho, there are currently 217 libraries taking advantage of discounted access to cataloging and interlibrary loan tools from the Online Computer Library Center (OCLC) by participating in LiLI Unlimited.

Is your library among them? If so, you already know that LiLI Unlimited helps your library stretch resources, maximize technology, and, particularly in schools, boost student performance. If not, read on to learn how LiLI Unlimited will enhance your library services and benefit your customers.

Access to the OCLC interlibrary loan system means direct access to over 5 million items in libraries across Idaho. No library can go it alone these days—too much is published, budgets are too tight, and shelf space is too valuable to even consider avoiding resource sharing opportunities. In addition to the millions of items in Idaho, participating libraries also have access to millions of resources available through other OCLC users outside Idaho. These are materials that can help small businesses with research and assist students to complete assignments.

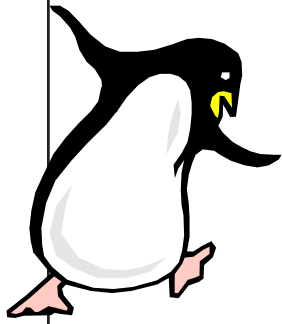
There is no need to waste valuable budget dollars on expensive items that go unused in the library. LiLI Unlimited helps you expand the collection to fit the situation. With the power of interlibrary loan, teachers can prepare lesson plans knowing there are resources available beyond those found on the library’s shelves.

In addition to interlibrary loan, LiLI Unlimited gives participating libraries access to over 60 million MARC records in WorldCat. Spend less time cataloging new materials and more time with your library users. With CatExpress, librarians can catalog new materials accurately and more quickly than ever before. Precious time and money are saved and books get out of the back room and into the hands of users more quickly.

Libraries interested in learning more about LiLI Unlimited should contact ICFL’s Networking Consultant, Gina Persichini at gina.persichini@libraries.idaho.gov, or go to <http://libraries.idaho.gov/lili-unlimited> to learn how much your library can save in 2008. Libraries that enroll for the first time in 2008 will receive a 50 percent discount on the regular annual fees. Enrollment forms, available online or by contacting ICFL, must be submitted by May 16, 2008.



New professional books from ICFL



The Idaho Commission for Libraries Professional Development Service (PDS) provides access to numerous titles in the field of library and information sci-

ences. Free shipping to and from your library is provided!

See <http://libraries.idaho.gov/pds> for more information. The following are a few of the recent additions.

The complete RFID Handbook: A Manual and DVD for Assessing, Implementing, and Managing Radio Frequency Identification Technologies in Libraries, by Diane Marie Ward (2007). This manual includes thorough coverage of the pros and cons of implementing RFID in a library. A DVD is also available showing how RFID is implemented. [ICFL 025.04 Ward]

Merchandising Strategies: Marketing your Library. This guide and DVD walks you through the whys and hows of marketing your library. [ICFL 021.7 Merchan 2005]

FRBR: A Guide for the Perplexed, by Robert L. Maxwell (2008). FRBR (Functional Requirements for Bibliographic Records) is a model to help users search catalogs and find the information they want in the format they need. The author provides clear, concise explanations for the librarian interested in this next phase of accessibility which is being integrated into cataloging theory. [ICFL 025.3 Maxwell]

Internet Research Skills, by Niall O' Dochartaigh (2007). This is a concise guide to the effective and critical use of the Internet for students in the social sciences and humanities. Its targeted audience includes students and research professionals who already use the Internet but would like to use it more effectively and efficiently. [ICFL 025.04 Dochart]

Techniques for Student Research: A Comprehensive Guide to Using the Library, by Nancy Lane, et al (2000). This is another title from the Neal-Schuman series on research. This title, although somewhat dated, provides basic and theoretical information about doing research, which is still relevant in its applicability. [ICFL 025.5 Lane]

Collaboration, edited by Patricia Montiel-Overall and Donald C. Adcock (2007). This guide introduces a model for teacher and librarian collaboration including research used and best practices. [ICFL 027.8 Collabo]

Designing a School Library Media Center for the Future, by Rolf Erikson and Carolyn Markuson (2007, 2nd ed.). This guidebook shares over 100 media center building projects. Includes photographs, floor plans, room designs and much more. [ICFL 027.8 Erikson]

Collaborative Strategies for Teaching Reading Comprehension: Maximizing Your Impact, by Judi Moreillon (2007). The author, a teacher-librarian, offers practical ways to improve reading comprehension. [ICFL 374.4 Moreill]

Resources for Students Assessment, by M.G. Kelly and Jon Haber (2006). Provides NETS-based strategies and tools that will help measure students' ability to use technology effectively for learning. [ICFL 025.04 Kelly]

Fostering Dialogue across Divides: A Nuts and Bolts Guide from the Public Conversations Project, by Maggie Herzig and Laura Chasin (2006). This text offers general advice and nuts and bolts tips for those who want to convene, plan, and facilitate constructive conversations on deeply divisive issues. Included are: sample questions, exercises, evaluations, and much more. [ICFL 302.2 Herzig]

Building Brands & Believers, by Kent Wertime (2002). This offers practical tips and a management framework that will maximize investments. [ICFL 658.8 Wertime]

Leadership Challenge, by James M. Kouzes and Barry Z. Posner (2007, 4th ed.). One of the best-selling leadership books is now in its fourth edition. [ICFL 658.4 Kouzes]

What Managers Say What Employees Hear: Connecting with your Front Line (So They'll Connect with Customers), by Regina Fazio Maruca, editor (2006). A huge gulf exists between the corner office and the cubicle. This book reveals the roots and effects of these problems and insights for addressing them. [ICFL 658.45 What Ma]

Summer Reading materials help build buzz about libraries

The Idaho Commission for Libraries is once again offering a variety of support materials and books for libraries that participate in Summer Reading outreach programs. Library staff are encouraged to apply by March 14th for the following programs:

1. Underserved Children.

Receive free paperback books for children you reach outside the library. Painting sheets and stand-up displays are also available.

2. School Visits. Hand out enough plush bugs for every student! Tote bags for school partners are also part of this package.

3. Read for Your Library. "Earn" \$300 worth of hardcover books for your library's collection and each of your partner schools as well as summer reading flags.

4. Steering Committee. Get another 10 hardcover books for your library's collection and buttons for members.

5. Summer Reading Webpage. Create a web site and get bug jars and a banner.

Applications and more information about all the programs can be found at <http://libraries.idaho.gov/2008summer-reading>.

Library staff gears up to better serve teens

More than 30 school and public librarians began 2008 by immersing themselves in "all things teen" as part of the Young Adult Library Services Association's (YALSA) New Technologies and New Literacies for Teens class. Taught completely online by Linda Braun, Educational Technology Consultant, the course uses wikis, readings, and exploration to allow participants to experience the changing technologies many teens use every day. More importantly, it focuses on how these tools affect teens' literacy and explored

ways to use the tools to enhance teen library services. As part of the coursework, participants interviewed teens about how they use technology and developed plans for a new teen service in their libraries.

The course was preceded and followed by meetings in Boise allowing participants to network, share ideas, and get additional hands-on with games, downloading audio books, and social networking sites such as



Geared up. Library staff gathered in Boise for a face-to-face meeting before trying out their new skills online during a six-week e-course.

Facebook and MySpace. Participants from the 2006 cohort also attended the meetings to discuss activities and plan future ones.

Funds for the program were provided as part of a grant from the Institute for Museums and Library Services. The Commission for Libraries may sponsor the course again if there is sufficient interest. For more information, contact Sue Walker at ICFL.

School library survey in progress

The Idaho Commission for Libraries is now collecting annual statistics for the current 2007/2008 school year, the pilot year for an ongoing initiative. Data should be submitted by June 15, although submissions will be accepted over the summer. Among other things, the data will help assess the correlation between Idaho's school libraries and student achievement. Preliminary data will be available in October 2008.

Go to <http://libraries.idaho.gov/school-library-stats> for more information on the online collection tool and how to get your school's username and password. The form is currently available, allowing you to see what information is being collected.

Documenting your board decisions

You can probably locate the library's personnel policy manual and customer service manual among your resources you use at board meetings, but can you find a manual that relates to board policy?

Significant time is spent at board meetings discussing open hours, adding or discontinuing services, or modifying employment of workers. Yet if you lack a board operating manual you are probably administering the library inconsistently meeting to meeting and year to year.

As individuals conclude their terms on the board, the corporate history is sliced a bit thinner, so that past practices and decisions become lost or ignored. This can cause a problem for a director with more than a few years in office who carries that corporate history and expects certain situations to be handled in the same manner as the last time that the event occurred.

What are some topics addressed in such a board policy manual? The document might clarify the role that the board plays in developing, analyzing and approving the budget:

- It might include a year round timetable for fiscal planning;
- It might include the position on allowing staff to make complaints directly to the board members;
- It might include the process in dealing with contracts and vendors;
- It might include the process it adopts when the director presents changes in policies;

- It might include thresholds given to the director for hiring beyond base salary, transferring funds between the checking account and other short term investment, products, or establishing operational rules;
- It might include its own code of ethics and requirement to attend meetings;
- It might include rotating attendance at the annual library association conference;
- It might include the appropriate communications and relationships with staff when visiting the library and branches; and
- It might include when and how the board will discuss its dissatisfaction with the director.

These are just a few of the core elements your board manual needs. And be warned that writing them will not be as easy as it first appears.

Such an administrative document is an ongoing product because conditions do change that make past practices outdated or members agree that business should be conducted differently, but when it is in writing and board members and director work under the umbrella of its design then the chance for ill will or ugly surprises are reduced.

Take the time to start assembling the document and then use it as your guide through board meetings.

Taken from Trustees' Corner: A compendium of articles on the art of trusteeship, by Jerry Krois, Wyoming State Library, will.state.wy.us/slpub/TrusteesCorner.pdf

LSTA Advisory Council members sought

The Idaho Board of Library Commissioners is seeking nominations for two seats on the Library Services and Technology Act (LSTA) Advisory Council. One seat is for a public library representative from eastern Idaho. The second seat is for a member at-large representative. Council members are asked to consider issues from a statewide perspective.

The Idaho Commission for Libraries is a recipient of federal funding for the support of libraries through the Library Services and Technology Act of 1996. One of LSTA's purpose is to stimulate excellence and promote access to learning and information resources for individuals of all ages in all types of libraries.

Advisory Council members provide input to the Library Commissioners on the development of the state plan for LSTA, the annual LSTA program, and evaluation of LSTA grant applications and projects. Council members, both individually and as a group, are expected to advocate for the improvement of library services in Idaho and for the LSTA program.

More information about the Council is available at <http://libraries.idaho.gov/forlibs-lsta-advisory-council> or contact Sonja Hudson or Marj Hooper at ICFL (see page 2 for contact information).

Individuals interested in applying should send a letter to Ann Joslin, State Librarian, describing his or her interest in and experience with libraries. All letters must be received at the Idaho Commission for Libraries by 5 p.m. on April 30, 2008.

ICFL's new web site to offer cool features



by Anne
Abrams

Watch out Idaho library community—the Idaho Commission for Libraries will soon have a new website. You'll find the same information as before, but it will be easier to find (yes!) and offer you more interactive choices than ever before.

I would almost call the redesign a Web 2.0 model, but those who know more about it than I do tell me it is not there yet. To truly be a Web 2.0 site the content would need to be created by people who use it (think YouTube, www.youtube.com or Wikipedia, www.wikipedia.com).

But we have the resources to eventually create a Web 2.0 site. Here is a list of some of the features:

- **Search features.** You'll be able to decide how you want to find the information through tag clouds, key words, author searches, categories or topics.
- **RSS feeds.** You'll be able to choose by category or topic, author, tag or, for those of you who are really dedicated fans, the entire site.
- **Blogs.** With a simple log-in you can submit comments to blogs posted by

your favorite ICFL staff person. If you are interested in having your own blog spot on our website (say "yes") that would be terrific.

- **Staff branding** (okay, not the red-hot iron type). You get a better feel of who we are and our areas of expertise.

The best thing about developing our new look and feel is that we are working with the Idaho library community to help define how we should present ourselves. Individuals from all types of libraries around the state volunteer their time to meet online and give their honest opinions about our ideas. To get a glimpse of what online discussions can be like in Idaho, check out <http://c3library.com>.

If you are planning to attend any of the upcoming ILA Conferences, you can get a first-hand look at our makeover. Justin Foster, Tricycle Consulting (formally with BlueLine Marketing), www.thetricycle.com, will show you how our site can work for you. You'll also learn what elements can be easily incorporated into your site to meet the needs of your customers.

And, if you want to take me up on the offer to blog for our website, let me know at anne.abrams@libraries.idaho.gov.

Libraries encouraged to participate in First Book program

Pending final votes on the Read to Me expansion (see article on page 1), the Read to Me First Book program will accept applications from both public and school libraries who want to participate in the program.

First Book is a national nonprofit organization with a single mission—to give children from low-income families the opportunity to read and own their first new books. The program provides a book a month for a year to each participating child as well as workshops for families. In addition to the 12 books each child receives, a Read to Me program goal is to provide library cards and contact with librarians for at-risk children. The Idaho Commission for Libraries has participated in the program since 1997, contributing 58,960 books to approximately 4,914 children.

Eight Idaho public libraries were selected to participate in the 2007-2008 First Book program. By utilizing state funds along with the existing LSTA funding, school libraries will be eligible to participate for the first time.

The 2008-2009 applications will be due May 30, 2008. An orientation for participating libraries will be held in Boise on August 1, 2008. Applications and more information can be found at <http://libraries.idaho.gov/firstbook>. Read to Me Coordinators Stephanie Bailey-White and Peggy McClendon are also available to answer questions about the First Book program.

Subscribe to LIBIDAHO

To join LIBIDAHO, a free online discussion forum about libraries in Idaho send a message to sympa@ala.org with the message "subscribe libidaho" in the body. Learn timely news, hear about free book offers, and share questions.



Library news from around the state

Anna Green, retired director of the **Portneuf District Library**, passed away on January 17. She began her career in 1948 at Pocatello Public Library. In 1958 she became the director of the new Portneuf District Library and headed it for 42 years. She built and expanded the current facility without ever needing a bond. She retired in 2000 after a career that spanned 52 years as an Idaho librarian. She was a long time leader in both the Idaho Library Association (ILA) and Pacific Northwest Library Association and for many years headed the Gateway Regional system from Portneuf as well as being an avid defender of intellectual freedom and a mentor to many new directors.

Flo Hawkes, long time Kuna Library Board of Trustee Chairman, passed away January 24, 2008. "Flo's leadership, support and unwavering commitment to the staff and patrons of **Kuna Library District** directed the way to the fulfillment of a dream to have a library building in Kuna. Her determination and love of libraries led to the challenge to pass a bond for "our own white picket fence" in Kuna. She was the driving force behind the library as it stands today," Kuna Library Director Anne Hankins said. Hawkes was honored with the 2007 ILA Trustee of the Year Award.

Boise Public Library opened the first of three new full-service branches that have been in the planning stages for years. Around 150 people attended the February 20 grand-opening ceremony for the Library! at Collister. The enthusiastic response from Northwest Boise residents has kept staff hopping ever since. In mid-March for the Library! at Hillcrest in Boise's Central Bench area will host a grand opening. Both of these new neighborhood branches are full-service libraries. Customers can use library computers, access the Internet, do research, borrow books, movies and music, and enjoy a variety of library programs. Later this spring, Boise Public Library's Board of Trustees expects to break ground on the West Boise library at Cole and Ustick. The library closed its small Towne Square Library operation, which primarily served at as a reading library.

Grand openings were held at the Athol, Rathdrum, and Spirit Lake branches of the **Kootenai Shoshone Area Libraries** January 29-30, 2008. The remodel and renovation project of the seven branches, including a new bookmobile, took over a year once each site broke ground. The project was a result of a \$3,425,000 bond passed by voters in Kootenai and Western Shoshone counties in August 2005. Rathdrum, Spirit Lake and Athol each increased their space by nearly 40 percent. In addition to larger buildings, Spirit Lake and Athol expanded their hours to include Saturdays. The Athol Library said good-bye to long-time Branch Manager Sue Wagner, who moved to the Hayden Library to become the Tech Support Specialist and hello to Barbara Broughton, formerly the Branch Manager at the Sprit Lake Branch. Kathleen Werthman-Gizdich, a longtime Spirit Lake employee became the new branch manager. Staff are eager to share the new buildings, expanded collections and programs with all of their patrons.

Read to Me

Continued from page 1

- \$5,000 mini-grants for 30 public libraries to initiate or expand early literacy and summer reading outreach services

- Funding for early literacy training and resources for Idaho librarians and staff

- Funding of two staff positions to help coordinate and support the expansion

Librarians across the state helped build support for Read to Me by sharing success stories from their communities with their legislators.

More than 80 library directors and other staff members will be attending the annual Read to Me meeting March 6-7 to learn more about these opportunities. The funding will begin on July 1, 2008. For more information about how your library can participate and application deadlines, please contact Read to Me Coordinators Stephanie Bailey-White or Peggy McClendon at the Commission.

Just in Time grants now available

The Idaho Commission for Libraries is currently accepting Just in Time LSTA grant applications. These applications will be governed by the Just in Time grant process identified in the 2008 LSTA Guide.

If you have questions or concerns, please contact your Library Consultant or the Commission's Grants Officer, Sonja Hudson at (800) 458-3271 or (208) 639-4136.

Idaho Commission for Libraries

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Librarians connect with Idaho's Spanish-speaking community

The week of February 4th, "Reaching Out: Connecting With Your Spanish-Speaking Community" workshops were presented in Nampa, Marsing, and Mountain Home. The workshop participants and Hispanic community leaders were fabulous! Each day was jam-packed with information, outreach tools, conversations, and idea-sharing. Participants came away from the workshop with an action plan to implement at least one activity within their Spanish-speaking community.

The high point of each workshop was the Community Leader Panel. Volunteers from the local Spanish-speaking community provided insight into the challenges, barriers, and needs of the community. Participants and panelists networked and shared their thoughts and ideas. Many valuable connections were established.



A full house. This session in Nampa drew library staff from schools, public, academic and special libraries.

This is just the beginning, though. By the end of March, Gina Persichini, Erin McCusker, and Shirley Hansen will have traversed the state to facilitate six more of these workshops in various communities. These workshops are provided to libraries through-

out Idaho via a grant from the Bill and Melinda Gates Foundation and in conjunction with WebJunction. For more information on the Spanish Language Outreach program, see <http://libraries.idaho.gov/reaching-out>.