



PLS System Meeting – Summary
February 17, 2012
@ Pioneer Library System

Laurie Newell, **BLO**; Diana Thorn, **BRI**; Renate Goff, **CAL**; Jenny Goodemote, Mary Ferris, Ron Kirsop, **CAN**; Melissa Correia, **CS**; Terry Dearing, **DAN**; Beth Horn, Tanya Thompson, **GPL**; Cathy Allen, **LIM**; Theresa Streb, **LYO**; Tracy Whitney, **MAR**; Blanche Warner, **NAP**; Elly Dawson, Dorothy Morehouse, Peg Pelletier, **NEW**; Sandra Hysten, Anne Rehor, **ONT**; Patricia Baynes, **PAL**; Janet Rossman, **PER**; Louise Furber, Deb Dennis, **PHE**; Allen Tompkins, **RC**; Andrea Tillinghast, Liz King, **RJ**; Donna Norris, **ROS**; Pat Evans, Lynne Madden, **VIC**; Mary Zingerella, Liz O'Toole, **WAL**; Cheryl Gravelle, **WIL**; Dottie Pat, **WOL**; Cassie Guthrie, Betsy Morris, Ellen Reynolds, Lindsay Stratton, Jim Frey, Bob Wicksall, Aaron Zsembery, Cindy Gardner, Jeanne Hayes, **PLS**.

Birds of a Feather: Kindle Fire — 8 attendees

Twiki: <http://plum.pls-net.org/twiki/bin/viewauth/Members/Meetings/SystemMeeting20120217>

Announcements

Cassie (PLS):

- Did everyone get an RRLC [Love Your Library](#) poster? This contest, in its 3rd year, recognizes 3 libraries (a public, a college/special, a school) in the RRLC service area, which includes Pioneer libraries. RRLC handles media publicity for the winners, creates a video, and winning libraries are featured on their home page.
- Reminder: Spring 2012 Pathfinder – short caption and photo submissions due March 1.
- Cassie did a presentation: [NYS Politics & Libraries](#) or *why do we do what we do this time of year*
 - Execute Budget Models run April-March
 1. Process starts June-Sept/Oct and agencies figure out what they will request
 2. A call letter goes out Sept/Oct-Dec to agencies & the requests are reviewed by dept.
 3. Governor reviews Dec-Jan and decides on his budget; released 1/17/12
 4. Legislative action – Jan-March
 - Assembly Ways & Means & Senate Finance Committees are important in the process
 - Senate has Republican majority [32 R – 29 D] & are generally supportive of libraries
 - The Assembly, Democratic majority [98D-51R-1I] mostly representing the down-state area, has been a stumbling block for libraries
 - Assembly Committee on Libraries met Nov 2011 to examine impact of 2011-12 budget on public libraries
 - Senate Select Committee on Libraries re-convened headed by Sen. Farley and this 19 member group will meet March 5 for round table discussion
 - Two letters supporting libraries were sent to Speaker Silver: 1 from Black Caucus and 1 from Assembly Chair Bob Reilly. Both supporting a 4% restoration for libraries in the 2012-2013 budget.
 - PAC New Yorkers for Better Libraries issues a voters' guide and raises money to support donations to "library friendly" politicians.
 - Library Advocates make a difference by meeting legislators in their district, writing letters, data collection from Snapshot Day, attending Advocacy Day in Albany and data collection to support the use of public dollars—please complete the [NYLA Survey](#) on Public Library Unemployment Assistance

Aaron (PLS): CDs and instruction sheet for the Kaspersky upgrade are on the side table, one for each library. The current Kaspersky license expires Mar 2 and updates need to be installed. Please see PLUM for further instructions: <http://plum.pls-net.org/twiki/bin/view/Members/KasperskyUpgrade>. If you have DeepFreeze installed, the process to upgrade will restart, update, and then restart again. Please be patient as the upgrade proceeds. In the future, PLS will use the PLS exec account which will allow the update to be done remotely and will seem like "magic" at the library end—overnight and seamless. Call Aaron if you have further questions.

Betsy (PLS): ♦ The OverDrive help files are new and improved.

♦ Verizon has a group discount available for libraries and the Monday PLS notes will have details.

♦ The Evergreen Kids Catalog development project is looking for images to represent the different search categories. If you have images you want to contribute, see the links on the System Meeting page to learn more or contact Betsy.

♦ PLA Virtual Conference Viewing Party at PLS for 2 days, Mar 16-17; register via CE calendar

Jim (PLS): RE: circ rules and changes being made in cautious fashion. If you see anything amiss, please call Jim. Blank circ modifiers—trying to reduce.

Betsy (PLS): Observation: lot fewer errors in FixMe. Thanks to all the hard work by member library staff, PLS cataloging department, and all those great reports!

Lindsay (PLS): OWWLAC is cancelled Feb 28. That day a webinar is scheduled that addresses the needs of small rural libraries, Big Talk for Small Libraries and will be shown at PLS or you can view from your own computer. OWWLUG is Friday, Feb 24.

Ellen (PLS): ♦ Still some knitting materials for library use with their knitting program, courtesy of Barb Henry.

♦ Reminder-Summer Reading Planning committee meets after the system meeting.

Resource Sharing

Sandra (ONT): The *Foxfire 45th Anniversary Book* by Joyce Green, 2011. (ISBN 9780307742599) has been released; is about Appalachian life and art of simple living. Display with related materials such as Adirondack Life, FingerLakes magazine, Yankee magazine.

Louise (PHE): comment – was trained by the original author.

Tracy (MAR): Since social media, marketing and small business is a big topic, Marion purchased the following: *Facebook Marketing: Leveraging Facebook's Features for Your Marketing Campaigns* by Brian Carter, 2012. (ISBN 9780789741134); *Google+ for Business: How Google's Social Network Changes Everything* by Chris Brogan, 2012. (ISBN 9780789749147); and plans to buy a resource about Twitter.

Beth (Geneva – Central): reminder CLAC meets after system meeting and allocations will be discussed.

Andrea (RJ): Congratulations to Andrea. Andrea announced she has accepted the directorship at the Seymour Library, Brockport and her last day at Red Jacket is Mar 11. The position advertisement will be out soon.

Allen (RC): Allen highlighted the Red Creek expansion project using a poster/diagram created by using Google SketchUp (free 3D modeling software). The RC community survey used in the long range plan process showed an overall theme—a need for more space—and the library trustees moved into planning mode. The library has taken out a mortgage and purchased the old bank attached and next door that more than doubles the current library space. Expected cost \$97,000. Recent donations over \$40,000 and a hopefully successful construction grant application will put the library in a good position to reach their goal. The library trustees have gotten out in the community, throwing their support behind the project and will do a mass mailing asking for financial support. The space above the two story addition will be rental space that will bring in revenue to be put toward the mortgage.

Mary (WAL): Walworth held their 50th Anniversary celebration Feb 12, lots of fun, ~85 people, and Congresswoman Ann Marie Buerkle attended. The library is currently participating in the online sale of surplus items. Contact Mary for details.

Cathy (LIM): Lima kicked-off their story hour by showing their new Early Literacy Workstation. A good purchase!

What isn't your collection telling you?

Facilitator: Ellen Reynolds

See PLUM: <http://plum.pls-net.org/twiki/bin/view/Members/Meetings/SystemMeeting20120217>

Highlights

- Collection Development is more than weeding
 - Identify holes in collection: topics missing, outdated info, deficiency/shortages
 - Justify your materials budget (budget=a plan)
 - Use info when applying for grants, e.g. Local service clubs, some churches, banks, Target, <http://salempress.com/store/grants/grants.htm> , <http://librarygrants.blogspot.com>
- Who is your community and does your collection fit?
- Policies and procedures: have a collection development policy, selection policy, educate trustees
- Collections evolve and need consistent appraising (e.g. LPs, 8-track, Beta, etc.)
- Have a budget and break it down by material type/ages
- Evaluation methods
 - CREW (Continuous Review Evaluation Weeding) <https://www.tsl.state.tx.us/ld/pubs/crew/index.html>
 - MUSTIE (Misleading, Ugly, Superseded, Trivial, Irrelevant, Elsewhere) (# years from copyright / # years last circulated; x/x/MUSTIE)
 - WORST (Worn out, Out of date, Rarely used, supplied Elsewhere, Trivial)– applies to media
- Collections need to be assessable to those who use it
 - Ask staff to encourage patrons to place holds—other libraries have materials and delivery is fast.
- EverGreen reports illustrate: How does the use of your collection relate to size of the collection
- Contact Ellen for reports tailored for your library. These reports are current data (SIRSI reports used 3-4 month-old data) Ellen will be able to suggest a reasonable ‘chunk’ of collection to analyze, as individual library collections are different. These reports will: Give turnover rate, Age, Last Circ, etc.

Small group breakout session. Teams listed best practices and listed problems with solutions

Best Practices

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| <ul style="list-style-type: none"> • ENJOY & EMBRACE this opportunity to make a great collection • Involve others – including volunteers & youth • Every item reconsidered when returned, especially condition • Discover holes in collection – focus attention on older editions (thanks to Pat Evans) • Date materials when you add to collection • Look at hold shelf • Have a schedule • Know your policy | <ul style="list-style-type: none"> • Use reports • Shelving/working the desk • Use your staff • Being aware of the value of last copy • Use resources to determine recommended holdings • Use Fiction Catalog for example • Know your community • Review a section/month • Smaller orders more frequently • Get out into the stacks • Look at holds to see what is missing |
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<u>Problems</u>	<u>Solutions</u>
Space	Continuous effort/attention to weeding
Money	Budget – adjust lines, have one
Time	Prioritize your time to include Coll. Dev.
Good sources for specialized needs	Educate staff/patrons to use OWWL Resources to max.
Removing last copy	Be aware before removing from catalog
Time/ VHS-that still cares	Sale/giveaway to group homes, day care
Donated books – memorials	Look to change policy so they can be discarded
Determining the holes	Plan for replacements in budget
Easier to weed fiction than nonfiction	Plan for replacements
Having time	Plan for replacements
	TAKE PLEASURE in GREAT Collection