

Northern Lights Library Network Governing Board

Director's Report

December 2005

Meetings/Activities

Oct 18	Media Center Workshop, Thief River Falls
Oct 19	Media Center Workshop, Detroit Lakes
Oct 24	Meeting with Cabot Wohlrabe, book seller, regarding Readmobile
Oct 26	Ready4K Policy Committee meeting, St Paul
Oct 31-Nov 1	Eide Bailly at the office for FY05 audit
Nov 2	Meeting with Cyndi Anderson regarding Readmobile funding Possibilities
Nov 3-4	Destiny End User Training, Moorhead
Nov 8	Ready4K Board meeting, telephone conference
Nov 8	Meeting with Cyndi Anderson, Barb Fabre re: Readmobile
Nov 9	Meeting with Amy Stearns regarding literary programming
Nov 10	Luncheon regarding Pelican Rapids Public Library
Nov 10	Meeting with Maggie Snow (telephone) re: Every Child Ready To Read @ Your MN Library listserv
Nov 10	Telephone interview regarding Military Museum in Perham
Nov 14	Meeting with Bob Wheeler & Lori Thompson re: E2T2 grant
Nov 16	MINITEX Reference Positions Search Committee meeting, Telephone conference
Nov 17	Nuts & Bolts of Library Management II: Electrify your library Program workshop, Detroit Lakes
Nov 22	Mahube Head Start Policy Council meeting, Detroit Lakes
Nov 24-25	Thanksgiving Holiday
Nov 28	Storm day
Nov 30	Meeting with Lori Thompson re: E2T2 grant
Nov 30	Meeting with Patty Heath re: telephone systems
Dec 2	MINITEX Policy Advisory Committee meeting, Minneapolis
Dec 5	Meeting with Brook Berg re: Scholarship program
Dec 10	NLLN Governing Board Meeting

North Star Library Consortium Project

- ❖ We now have 63 sites on the union catalog and a few remaining sites to bring up; churches/museums are yet to begin the process.
- ❖ *Destiny* training needed to be cancelled in early Dec due to weather and other circumstances related to the participants. It has been re-scheduled for January.
- ❖ The Nov 30 report on the Enhancing Education Through Technology (E2T2) grant was submitted. To date we have 63 sites representing 35 school districts and special libraries. There are 782,053 item records in the catalog and 327,400 unique titles. The combined value of the collection is over \$15 million dollars. There are 31,980 patrons in the patron database and to date there have been 313,830 circulations (mostly since Sept) on the *Destiny* system.
- ❖ The grant will be completed by mid December, however, the project will continue into the future. Bringing up new sites and basic user training is scheduled well into 2006.
- ❖ We are looking at adding some enhancements to the North Star Library Catalog that will benefit all users. Currently we are negotiating with Follett regarding the cost of "lexiling" the

database as this has been requested by several media specialists, administrators, and teachers as a useful tool.

- ❖ Our Nuts and Bolts of Library Management II workshop was a great success. We had wonderful presentations by Gay Galles, Alice Hofstad, Connie Jones, Mary Garlie, and Chris McArthur along with distribution of Joyce Valenza's book, "Powertools Recharged". The title of the workshop was "Electrify Your Library Program" and I think we provided the 35 attendees with tools and resources to do just that.
- ❖ The North Star webpage was enlarged and enhanced with additional resources coming from the Nuts & Bolts workshop. Additional resources need to be added to the website.
- ❖ Bob Wheeler and the folks at Follett have worked out a procedure to update the patron database in Destiny using the school student information system. This has been a major challenge, particularly for large districts who need to be able to update their entire student patron file at least once a year using an existing information system.
- ❖ The North Star Library Consortium continues to take an enormous amount of time, but has been a particularly rewarding project to watch grow and blossom.

Early Childhood Education and Libraries

- ❖ Meet with Barb Fabre from the White Earth Child Care program (owner of the Readmobile) and Cyndi Anderson to begin designing an effective program for the Readmobile.
- ❖ Have met with vendors regarding book purchasing programs to stock the Readmobile and the other early literacy programs.
- ❖ Working with the *Every Child Ready to Read @ Your Public Library* grant program to establish a listserv and develop the evaluation process. To date, the only workshop scheduled in the NLLN region before Christmas was to be held in Kitchigami region but was cancelled due to weather. Regional workshops will be held in Viking, LARL, and NWRL in February. This is a program to improve public library story times and to support parents and caregivers in providing early literacy experiences for young children.
- ❖ Working with the Ready4K policy committee and the R4K Board of Directors preparing for the next 2 legislative sessions. The R4K policy committee is concerned with state-wide public policy related to school readiness and addresses issues related to early education in Minnesota – a huge number of wide-ranging issues, stakeholders, funders, and children are involved.

Communication

- ❖ Looking at the possibility of upgrading the telephone service when our contract expires in June, 2006. Although our present provider has excellent rates, we find that we need more functionality in our phone system. Currently we pay for 2 telephone lines into our office, but do not have access to voice mail, rollover features, or the ability to distinguish between fax and voice calls.
- ❖ Most of our communication has been electronic or in-person. No print newsletters and only one electronic newsletter have been issued this fiscal year.
- ❖ Work continues on the webpage and providing additional resources, including online registration forms for continuing education events, has been a high priority.
- ❖ A new electronic discussion list has been created for the Every Child Ready to Read....program.

Continuing Education/Staff Development

- ❖ We held a 2-day Destiny training in November for new sites coming on to the North Star Library Consortium.

- ❖ Held 2 media center workshops in partnership with the Northwest Service Cooperative. One was held in Detroit Lakes and one in Thief River Falls. 45 people attended the two events. MINITEX presented information on the Cooperative Purchasing program and provided training on CatExpress cataloging services. Suzanne Miller and Lars Stelzner were present in both locations to talk to media specialists about the state plan for libraries – and got good feedback. We were able to hold a North Star Library Consortium Users Meeting in both locations and that was useful.
- ❖ Held a Nuts & Bolts of Library Management Workshop II (see above).
- ❖ Revised the NLLN Continuing Education Scholarship guidelines and application process. Have awarded 17 scholarships so far in this fiscal year.
- ❖ Partnered with the Tri-College Libraries to provide the first of the Soaring to Excellence teleconferences from the College of DuPage. Attendance was good in Moorhead at the satellite down-link site. It is also possible to attend these via desktop video streaming. I did it this way and thought it was very successful. We will have the video available for circulation for those that missed it live.
- ❖ Working with MEMO Midwinter Conference planning committee on the Midwinter Conference. The North Star Library Consortium will underwrite the cost of the Monday presenters at the conference as part of our on-going staff development for Consortium members. Gay Galles, Moorhead, and Doug Johnson, Mankato, will be the presenters.
- ❖ Finalizing the Spotlight on Books Conference arrangements. The main authors are set; the Friday afternoon workshop is set; Friday evening mini-workshops are nearly set. We hope to have 150 attendees this year and already beginning to look toward the 20th Anniversary in 2008.
- ❖ Arranging promotion and registration for the remaining library teleconferences from the college of DuPage.
- ❖ Beginning to think about the possibilities for the NLLN Annual Meeting.