



# Southeast Signal

*News, Events, and Information from Around the System*

## From the Director



{This is a repeat of an article we published in August 2017. With our recent focuses on policy, I'm thinking it would be a good one to repeat.}

Policy. A word that many want to avoid. Personally, I'm

a writer so I like working with the written word and policy certainly can be involved.

There is something with the way you compose your policy that I would like to share with you that might just help your library, and perhaps yourself, in the future.

When reviewing your policies, or even creating new ones, you may want to include a brief statement on why you have that policy in the document itself. This "policy philosophy" statement explains the reason you are creating this rule for others to follow.

Why would you want to have such a statement? Many policies you look at now or maybe even work under don't have such things. As far as I can tell, this is relatively new thinking about policies. I certainly don't remember this being a thing that was done when I started working in libraries.

What's going on is that we see that having the "why" a policy exists right there as part of the document makes it easier to relate the policy to patrons, to

defend if necessary, and to know when it might be time to change it. Sure you, your staff and board know why you made the change today - but what happens 5 years from now? It doesn't have to be a huge statement, but enough to job the memory or point in the right direction.

For example – if you are writing a policy about book selection and you are putting in rules about having a balanced collection of viewpoints, have a statement that says something along the lines of, "As the Anywhereville Public Library holds the ALA's Library Bill of Rights as an important statement on necessity of having a collection that serves all members of the community and presenting all points of view, we set the following selection policies:"

I've been in policy meetings where a good chunk of the meeting is wasted in people trying to decipher or remember why a policy was in place to begin with. This includes ones that I was involved in writing in the first place and I had forgotten part of the rationale in our decisions.

So, a small bit of preparation can save you a lot of aggravation in the future. Or at least make your policy review meetings a lot shorter.

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# Calendar



November 17, [NLA Advocacy Committee Presents: A Conversation on the Nuances of Advisory Board Governance](#), p. 7

November 18-23, National Book Award Week

November 18, National Rural Health Day

November 19, [CASTL, "Bibliostat," Gilbert Memorial Library, Friend](#)

November 21-27, National Game and Puzzle Week

November 24 & 25, Thanksgiving, SELS Office Closed

November 30, International Computer Security Day

December 1, Rosa Parks Day

December 3, [SELS Summer Reading Program Workshop](#)

December 4, National Cookie Day

December 5, Day of the Ninja

December 6, Mitten Tree Day

December 9, National Llama Day

December 13, National Cocoa Day

# Photos of the Month



These photos are from the annual Clarks Public Library Little Spooks Parade. The weather was fabulous and there was a record attendance of 120! A huge thank you to the local businesses who helped make this event possible & so fun for everyone!  
*Submitted by Barbee Sweet*

# CASTL Wrap-up

## Upcoming CASTL Meetings

November 19  
 Gilbert Public Library  
 Friend  
 "Bibliostat"

December 10  
 SELS Meeting Room  
 "Building Community  
 Relationships"

Our October 29 CASTL, hosted via Zoom, was on "Patron Behavior Policy." We used as examples policies that had been submitted to the SELS office for this CASTL. First, we talked about the Fairbury Public Library Behavior Policy. In this case, we also viewed the library's suspension policy, because everything in the suspension policy links back to one of the behaviors in the behavior policy. The library keeps track of any disciplinary actions taken.

Scott noted that anytime there is a criminal act, it is the police who should be involved. Sometimes library staff try to take care of the situation themselves, and this is really not desirable. Fairbury's suspension policy gives examples of criminal behavior and notes that "Staff will respond by calling the police for any of the above infractions." Also, he pointed out that there is a preamble that lays the foundation by stating the purpose of the behavior policy, so that people can easily understand why certain behaviors are not allowed. Beyond that, he noted, specific accommodations in keeping with the policy were made for modern needs such as taking cell phone conversations outside the main area of the library.

Donna Kruse spoke about how the Morton-James Public Library Code of Conduct deals with bringing pets or animals into the library. The city developed a service animal policy and the library asks patrons to comply with that policy. As far as consequences for violation of policy, she noted that a couple of people were banned for life who committed vandalism to the building and started a fire in a stairwell. Trespassing in non-public areas (such as staff and janitorial areas) is also addressed in this policy, as well as attempting to sell services on library premises. If you don't already have such items in your policy, Scott suggested it may be a good idea to add them.

Then we turned our attention to Stromsburg Public Library's policy. A large portion of Stromsburg's behavior policy came into being as the result of situations with children in the library. Once the policy was implemented, it made staff life much easier. In the preamble, there is a reference to the state statute which gives the power and the responsibility to the library to make rules, which is helpful.

Also addressed was how you implement a suspension or ban without it being subjective. Scott mentioned that usually it is done for a repeated violation. Another person mentioned the need for documentation. For another library, a suspension will be longer if the police have to become involved. [Click here for a recording.](#)

# Upcoming Basic Skills Courses

To see the list of basic skills classes, [click here](#). Here's what's coming up next:

<u>Dates of Class</u>	<u>Topic</u>	<u>Registration</u>
November 29—Dec. 10	Library Services to Children & Teens	October 25—November 19

# News Around the System

## Fund Raising Begins in Palmyra

*By Carey Shapiro, photo by Cassie Butts*

Palmyra Memorial Library has been approved by the village board to explore options for a new library. The library is actively seeking and applying for grants as the fund raising process begins.

This year's Trunk or Treat theme for our library was "under construction". Trunk or Treat is held by the Palmyra Action League to support the Teammates program.



## Fairbury Public Library Hosts Halloween Party

*Provided by Linda Dux*

The pictured adults are Linda Miller, Jessica Brejcha, Paige Patton and Linda M. Dux (Children's Librarian).



# News Around the System

## StoryWalk® Grand Opening!

*By LouAnn Beard, photos taken by Tammy Partsch and Louan Beard*

We are extremely excited to have had the ribbon cutting for our new StoryWalk® on October 26, 2021 after many years of dreaming that this could be possible! Assistant Director, Louan Beard, heard about a StoryWalk®



at a library conference a number of years ago but was unable to get the needed interest to make it a reality. We are thankful to our Library Board Member, Sue Little, for assisting Library staff in securing community sponsors, EDGE and Keep Nebraska City Beautiful. We are also grateful for the support from the City of Nebraska City and the Harry and Grace Moller Library Endowment for making this interactive community exhibit a wonderful reality.



Our StoryWalk® enhances the Library's outreach services by putting reading and the Library in an unexpected place. We put our StoryWalk® in a lovely tree-lined city park. Families can play at the park, then read a story and enjoy nature in the home of Arbor Day, Nebraska City, Nebraska. It is empowering to bring the Library experience into our community beyond the walls of our building. Stories will be changed seasonally so there will be new tales to read in the park throughout the year! Our Youth Services Manager, Amanda Winkler, plans to hold story times in the same park throughout the

year when weather permits. It is also our hope that families and visitors to the area who are not familiar with the Library will seek out our historic building and utilize other Library services after visiting the StoryWalk®.

## Clarks Library has a New Look!

*Submitted by Barbee Sweet*

We now have two memorial benches for outside reading or using the Wi-Fi, as well as lion statues for the entrance. A huge thank you to multiple donors for making this a possibility; these are gifts that will last for years to come!



THE NLA ADVOCACY COMMITTEE PRESENTS:

*A conversation on the nuances of*

# ADVISORY BOARD GOVERNANCE

*Join us for a conversation with Nebraska Librarians who have experience with this style of library board governance.*

WEDNESDAY, NOV. 17, 2021

2:00 PM CST ON ZOOM

REGISTER [HERE](#)



# OCEANS OF POSSIBILITIES



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## Summer Reading Workshop

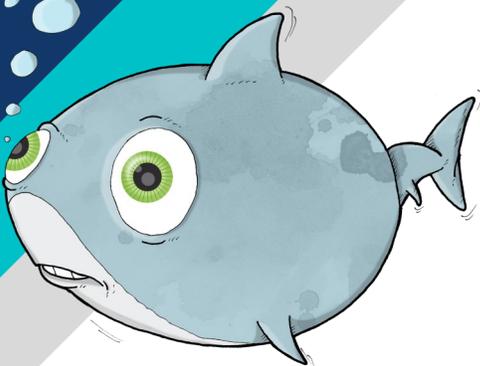
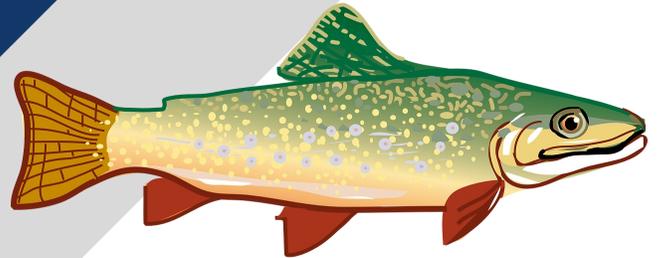
December 3  
9:30—12:30  
Via Zoom



[Register Here!](#)



# Aquatic WILD



*January 14, 10-12:30  
Via Zoom*

*With Grace Gaard  
Register here!*

## Library and Information Services

Online Course Offerings

Spring 2022

January 10, 2022 – May 5, 2022

Enrollment for Spring Semester 2022 opens

Thursday, Nov. 15, 2021



### **LIBR 2100 Reference Resources and Services**

Marty Magee, Instructor

- Professional competencies including legal and ethical responsibilities
- Reference interview process
- The Reference collection
- Evaluation and use of digital resources, including databases, and websites

### **LIBR 2150 Managing Collections in Libraries and Information Agencies**

Patty Birch, Instructor

- Basics of Collection Management including terminology and models
- 21st Century Libraries
- Selection, Acquisition, Deselection/Weeding
- Intellectual Freedom and Copyright

### **LIBR 2210 Cataloging and Classification**

Ruth Carlock, Instructor

- The bibliographic record
- Sears and Library of Congress subject headings
- Dewey Decimal and Library of Congress classification systems
- Machine-Readable Cataloging Record (MARC record)
- Resource Description and Access (RDA) Instructions

<b>Fall 2022</b>	<b>Spring 2023</b>
Libr 1010 Foundations of Library and Information Services	Libr 2100 Reference Resources and Services
Libr 2250 Leadership and Management in Library and Information Agencies	Libr 2150 Managing Collections in Libraries and Information Agencies
Libr 2940 Library Science Capstone Practicum	Libr 2210 Cataloging and Classification

For more information on the Library and Information Services program,  
see: <https://www.cccneb.edu/lis/>

For information concerning Admissions or Registration, contact: Dee  
Johnson [djohnson@cccneb.edu](mailto:djohnson@cccneb.edu),  
402-562-1418 or Toll Free at 877-222-0780

Central Community College is an affirmative action/equal opportunity institution.



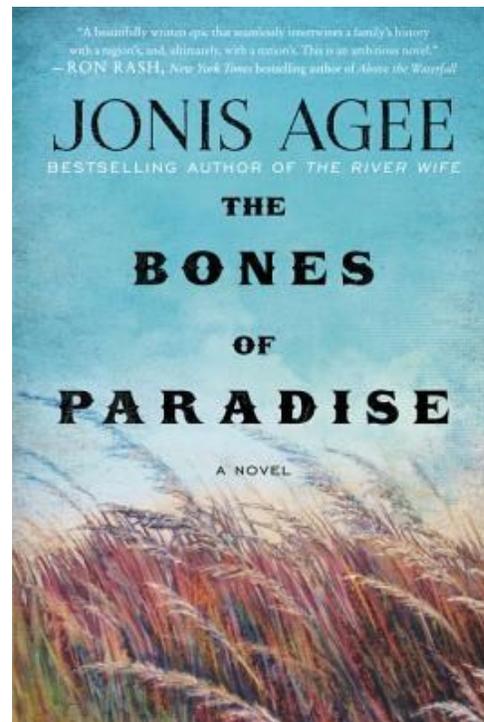
# System Spotlight

## 2022 One Book One Nebraska Book Kit Now Available!

*The Bones of Paradise: A Novel* by Jonis Agee is the 2022 One Book One Nebraska selection.

*The Bones of Paradise* is a multigenerational family saga set in the unforgiving Nebraska Sand Hills in the years following the massacre at Wounded Knee—it is an ambitious tale of history, vengeance, race, guilt, betrayal, family, and belonging, filled with a vivid cast of characters shaped by violence, love, and a desperate loyalty to the land.

Support materials to assist with local reading/discussion activities will be available after January 1, 2022 at <http://onebook.nebraska.gov>.



### Southeast Library System

<http://libraries.ne.gov/SELS/>

Butler • Clay • Fillmore • Gage • Hamilton • Jefferson • Johnson • Lancaster • Merrick • Nemaha • Nuckolls •  
Otoe • Pawnee • Polk • Richardson • Saline • Saunders • Seward • Thayer • York

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