



The Newsletter of the Panhandle Library System

PLS Coordinator's Message

We were so fortunate to have another well-attended author tour in the Panhandle region when Carole Nelson Douglas visited Chadron, Alliance, Scottsbluff, Gering, Kimball, and Sidney – making presentations at colleges, bookstores, libraries and public auditoriums. This is a way for the libraries in our System to impact a great many people in our communities, and to spread the fun of reading far and wide. Carole mentioned that this is not an area an author would normally visit – just not enough people. But because the libraries banded together, “you made yourselves big.” That, of course, is one of the benefits of the Library System. When we work together, we are much more than the sum of our parts. Carole was so full of “Story” that sometimes it was hard to tell if she was talking about her own life or one of her characters. The words flow out of her, making it easy to see how she can write 3 books in one year, changing locations from present-day Las Vegas to 19th century Europe. The research she does for each book make her a person with a broad range of knowledge and many interests. Yet it was discouraging to hear about the inside world of book publishing, in which the block buster titles make it very difficult for many authors to get their ideas into print. The all-powerful editor can give a writer wings or stifle all creativity. It makes us value even more the books that we handle every day, and what it took to get them printed.

We owe thanks to the many people who helped make this event successful: the library staff and volunteers who provided accommodations or just promoted the presentations; the media who made the public aware that something special was going on; Kent News, who provided books for us to sell; the publishing company, Tor Forge, which paid most of Carole’s expenses; the tireless PLS author tour committee whose members did all of the planning and preparations; and to Carole Nelson Douglas, who shared her love of words and gave us a fresh appreciation for the author behind the books.

Cherie Longmuir

PLS Upcoming Events

October 12 & 13, 2004 Gates Foundation Computer Related Training

Location: North Platte, Holiday Inn Express, 300 Holiday Frontage Road

Time: 8 to 9 Check in; 9 to Noon Trouble Shooting; Noon to 1 Lunch; 1 to 4 Choice of Front-Page or Web Design; 5 to 6 Dinner; 6 to 8 PowerPoint;

Oct. 13, 2004 9 to Noon – How to teach internet to adults.

Register by September 29, 2004 at:

www.nlc.state.ne.us/libdev/ce/gatesreg.html

October 14, 2004 OCLC Update-Online

See the latest changes from OCLC across all service and product areas. Sign up if you use OCLC services regularly and are interested in a summary of recent and upcoming OCLC activities that may affect your use of OCLC.

Location: Your computer

Time: 1 to 2:30 (MT)

To register go to:

www.nlc.state.ne.us/netserv/training/onlinesessions/registration.html

October 17 – 23, 2004 Teen Read Week

“IT’S ALIVE @ your library@” is this year’s theme.

Teen Read Week web site:

www.ala.org/teenread

October 21 – 24, 2004 Mountain Plains Library Association (MPLA)

Conference theme is **Libraries: All that Jazz-**

Cost: \$75 for members or \$110 for non-members

Location: Denver, CO

There will be a free bus making stops through Nebraska to MPLA. Please contact Cherie Longmuir if you plan to ride the bus.

Call PLS for more information.

October 29 & 30, 2004 Gates Foundation Computer Related Training

Location: WNCC CBIT Center, 250587 Airport Road

Time: 8 to 9 Check in; 9 to Noon Trouble shooting; Noon to 1 Lunch; 1 to 4 Choice of Front-Page or Web Design; 5 to 6 Dinner; 6 to 8 PowerPoint.

Oct 30, 2004 9 to Noon How to teach internet to adults

Register by October 20, 2004 at:

www.nlc.state.ne.us/libdev/ce/gatesreg.html

November 1 & 2, 2004 Gates Foundation Computer Related Training

Location: North Platte, Holiday Inn Express, 300 Holiday Frontage Road.

Time: 8 to 9 check in; 9 to Noon trouble shooting; noon to 1 lunch; 1 to 4 Choice of Front Page or Web Design; 5 to 6 dinner; 6 to 8 PowerPoint

Nov 2, 2004 9 to Noon-How to teach internet to adults.

No Cost

Register by October 18, 2004 at:

www.nlc.state.ne.us/libdev/ce/gatesreg.html

November 3, 2004 Basic Skills: Public Library Administration

Location: Bluffs Business Center, 1517 Broadway, Scottsbluff, Main floor conference room.

Time: 10:00 a.m. to 3:00 p.m.

Cost: \$35.00 for all 3 classes.

Register by October 13, 2004 to Jacque Crocker, 800-307-2665,

jcrocker@nlc.state.ne.us

PLS Upcoming Events

November 3 & 4, 2004 Gates Foundation Computer Related Training

Location: WNCC-CIBIT Center-250587 Airport Road, Scottsbluff

Time: 8 to 9 Check in; 9 to Noon Trouble shooting; Noon to 1 Lunch; 1 to 4 Choice of Front Page of Web Design; 5 to 6 dinner; 6 to 8 PowerPoint;

Nov 4, 2004 9 to Noon - How to teach internet to adults.

No cost.

Register by October 20, 2004 at:

www.nlc.state.ne.us/libdev/ce/gatesreq.html

November 6, 2004 Information Power @ your library™ / Advocacy Training for School Media Specialists, Public, Special, and Academic Librarians

Location: Bayard High School, 726 4th Avenue, Bayard

Instructors-Laurie Bauer, Ruth Walker, and Sandy White

Time: 10:00 a.m. to 3:00 p.m.

Cost: \$10 per person - Lunch catered by Sweet Basil

Registration Deadline is November 3, 2004 -

Register and send checks payable to: Ruth Walker, Mitchell high School, 1819 19th Avenue, Mitchell, NE 69357 or contact Ruth at 308-623-1155.

November 9, 2004 Panhandle Library System Board Meeting

Location: Bluffs Business Center, 1517 Broadway, Main Floor Conference Room

Time: 10:00 a.m.

November 9, 2004 E-rate Workshop

Forms 470 and 471: Time to file

Location: Gering Public Library, 1055 P Street, Gering

Time: 1 to 4 p.m. (MT)

Register by November 1, 2004 with Pam Scott at 800-307-2665, 402-471-2694, Email: pscott@nlc.state.ne.us

November 10 & 11, 2004 Basic Skills:

Public Library Administration

Location: Scottsbluff Public Library, Meeting Room, 1809 3rd Avenue

Cost: \$35 for all 3 classes

Lunch is on your own.

Register by October 13, 2004 with Jacque

Crocker 800-307-2665, Email:

jcrocker@nlc.state.ne.us

November 15, 2004 OCLC Update

An online opportunity to review the latest changes from OCLC across all service product areas.

Location: Your computer

Time: 9:00 a.m. to 10:30 a.m. (MT)

Register by November 12, 2004 with Jeannette Powell, 800-307-2665, 402-471-7740, Email: jpowell@nlc.state.ne.us

November 15—21, 2004 Children's Book Week

Children's Book Week has been celebrated since 1919! Check out the Children's Book Council web site: www.cbcbooks.org

November 17, 2004 Basic Skills

Location: Scottsbluff Public Library, Meeting Room, 1809 3rd Avenue, Scottsbluff

Time: 10:00 a.m. to 3:00 p.m.

Lunch is on your own.

Cost: \$35 for all 3 classes

Register by October 13, 2004 with Jacque

Crocker, 800-307-2665, 402-471-2694, Email:

jcrocker@nlc.state.ne.us

November 19, 2004 E-rate Workshop

Location: North Platte Public Library, 120 West 4th Street

Time: 10:00 a.m. to 1:00 p.m. (CT)

Register by November 10, 2004 with Pam Scott, 800-307-2665, 402-471-2694, Email:

pscott@nlc.state.ne.us

December 6, 13, & 20, 2004 Basic Skills:

Public Library Administration

Location: North Platte Public Library, 120 West 4th Street

Time: 10:00 a.m. to 3:00 p.m. (CT)

Cost: \$35 for all 3 classes

Register by November 22, 2004 with Jacque

Crocker, 800-307-2665, Email:

jcrocker@nlc.state.ne.us

INSIDE OUR LIBRARIES

Scottsbluff Public Library was scheduled to host to the “Behind Barbed Wire” exhibit on Sept.24, which tells the story of those from the Midwest who spent time in prison camps during World War II. Unfortunately, the transportation for the exhibit broke down before it got to our area. But the library is sponsoring an adult reading program this fall to celebrate those who DID make it. During “Discover Western Trails,” participants will enjoy programs with a historic theme along with the fun of prizes. For every 5 books they read, they get a key that might open a treasure chest containing 25 prizes donated by local merchants. Anyone reading 10 books gets an atlas to plan his or her own trails. Special programs include scrap booking and genealogy. Earlier in September a poster of the finalists for the Nebraska quarter design greeted patrons at the library door, and they were encouraged to go to the circulation desk and cast their vote online. Another kind of voting was encouraged at their voter registration day. Staff also hosted a dinner and provided dessert for 40 guests who came to meet author Carole Nelson Douglas.

Goodall City Library in Ogallala has a new youth librarian, Karen Bowlin. She hit the ground running, as director Cindy Mielke already had plans and materials for a toddler program, and a homework space for older children on the drawing board. They plan to have a daily story time, and to encourage a cooperative relationship among the different age groups sharing their lower level library space. Cindy regularly attends city council and other community meetings so that the library has a “place at the table” where its value and contribution become visible to other community leaders.

Kimball Junior/Senior High School library media specialist Melva Stahlecker attended a day of Follett training this past summer in preparation for automating her school library. She purchased a subscription to Alliance Plus, and after reading the manual, found the process of locating and downloading MARC records for all of her books to be a simple and efficient process. Melva migrated from Colorado, and returns weekly to Sterling to rehearse with her barbershop music group. They recently traveled to Mount Rushmore for a performance. Melva has been contributing her ideas and experience at the school jobalikes.

Community Christian School in Scottsbluff has an extraordinary volunteer in Kristin Wiebe. She has taken on the library as her project, which includes weeding the entire collection, purchasing Follett software and the equipment to run it, locating or creating records for every book, and doing fundraisers and promotions to acquire new materials. This has all happened in 6 months. The library has become an attractive and valuable resource for the students and staff due to the amazing energy and commitment of one person.

At **Morrill Public Library**, staff capitalized on interest in Lewis and Clark by displaying a traveling trunk of historical items and journals from the expedition. This was done in conjunction with a fundraiser sponsored by the Morrill Friends group, who prepared and sold delicious desserts for the annual Apple Pie event. Morrill PL is also one of the five libraries in the Panhandle area participating in a grant to provide programming and materials for their growing Hispanic population.

MORE NEWS

The **position of System Administrator** for the Republican Valley Library System has been reopened and applications are being accepted: "Exceptional opportunity for creative, motivated, MLS professional to plan and direct 20-county, multi-type library system. Major emphasis on developing programs/services for small, rural public libraries. Residency within the System, valid driver's license, M.L.S. from an ALA-accredited library school, and extensive travel/consultation within System area required. Knowledge of technology and library software important. Public library experience desired; \$38,000-43,000 (depending on qualifications), plus benefits. Reply with application letter, resume and three current work-related references (include addresses/phone number) to Republican Valley Library System, c/o Vicki Perrie, 2727 West 2nd Street, Hastings, NE 68901. Questions or additional information contact: rvlsasst@tcgcs.com. Search committee will begin reviewing applications October 29, 2004.

Those of you receiving **e-rate** discounts can get help with filling out forms at an e-rate workshop on Tuesday, November 9, from 1-4 pm at the Gering PL meeting room. See the enclosed flyer for registration information.

Applications are now being accepted for the **Youth Grants** provided by the Nebraska Library Commission. The deadline for submission is October 29. The purpose of the grants is to encourage innovation and expansion of public library services for youth and their parents. Partnerships between public libraries and schools have also been funded in the past. There is detailed information on the NLC Web page: www.nlc.state.ne.us. If you have an idea and need some help with the grant process, please feel free to call the System office.

The System office has a **videotape** copy of the Sept. 24th broadcast of "Making **Copyright** Work for Your Library." It was presented by copyright experts from ALA, Indiana University, and Dominican University, and covers the key copyright issues facing librarians and educators. Call PLS to borrow it.

Tom Merchant, long-time **Follett** representative in Nebraska, has left the company and is planning to return to library work. Many of you worked with Tom when you purchased your automation systems.

Pictured below: Beth Trupp, Bev Russell, Nadine DiBacco, and Mavis McLean

BITS AND PIECES

If you have patrons or students who want information about being prepared for **emergencies**, send them to www.ready.gov. The three basic steps of "Get a Kit, Make a Plan, Be Informed," are designed by the U.S. Dept of Homeland Security, but the advice goes beyond terrorism to common sense tips for any disaster situation.

If your disaster is connected to your computer, try getting help at <http://www.techsoup.org/howto>.

You can ask questions and get advice, or just increase your knowledge about technology.

a Gruesome but True Story about Brain Science by John Fleishman for early to upper elementary; **The Radioactive Boy Scout: the True Story of a Boy and His Backyard Nuclear Reactor** by Ken Silverstein for middle to high school; **The Transmogrification of Roscoe Wizzle** by David Elliott for early elementary to middle school. The article also had some insights into what library activities work with boys.

Teen Read Week is a national adolescent literacy initiative that encourages librarians, teachers and other adults to help teens find time to read for the fun of it. The dates are October 17-23, and the theme is "It's Alive @ your library," to celebrate the popularity of the horror and mystery genres with teen readers.

Children's Book Week will be observed for the 85th year on November 15-21. A celebration of the joy of reading, this year's theme is "Let's Book." Special promotional materials created by Chris Raschka, Howard Fine, John Lithgow and others are available from the Children's Book Council: www.cbcbooks.org.

Nebraska is supporting libraries through the **Community Development Block Grants** (CDBG) from the Dept. Of Economic Development. The towns of Atkinson and Lyons each received grants of \$250,000 to build new public libraries.

Here are a few other web sites that take you

beyond google to some specific types of information:

Consumer Info: www.consumer.gov

Crime: www.fbi.gov/ucr/ucr.htm

Health: www.healthfinder.gov

History: <http://memory.loc.gov/>

Recreation: <http://recreation.gov/>

Science: <http://www.science.gov/>

The August, 2004 School Library Journal described five recent books that may have special appeal to boys: **Cirque du Freak: a Living Nightmare** by Darren Shan for middle to high school; **Loser** by Jerry Spinelli for early elementary to middle school; **Phineas Gage**:

VOYA magazine has given a "perfect 10" rating (5 for quality and 5 for popularity) to the following teen titles:

Amaryllis - Crist-Evans

The True Meaning of Cleavage - Fredericks

Keesha's House—Frost

Pagan's Crusade—Jinks

Acceleration—McNamee

Dream Bearer—Myers

Lady Knight—Pierce

Harry Potter and the Order of the Phoenix—

Rowling

Amulet of Samarkand—Stroud

Sorcery and Cecelia—Wrede

See www.voya.com for details.

SAMPLE POLICIES

In the new "Guidelines for Public Library Accreditation" all libraries are required to have a policy relating to "emergency and safety issues." You must submit a copy of your policies with your application for Accreditation.

This is a new area for many libraries, and it could include anything from severe weather to fires to dangerous patrons. There is a web site with sample safety policies that has a 3-page table of contents! But it does allow you to consider all the possibilities and to choose those that might be needed in your situation:

<http://www.alliancelibrarysystem.com/safeharbor/index.cfm>

Key items to address would be having an emergency procedure, and assuring the safety of both patrons and employees in any situation. If your city has procedures, you may want to build on that. It might be prudent to have the policy reviewed by your city attorney. Copies of policies relating to disasters should be kept off site and accessible.

Here is a sample of one aspect of a safety policy taken from the Safe Harbor web site.

FIRES/FIRE ALARMS

POLICY

Fires of any kind are not allowed on or in library property. People who start fires, no matter how small, will be prosecuted. The safety of all patrons is paramount.

PROCEDURE

1. If smoke detectors or fire alarms sound, follow procedures for announcements in evacuating the building.
2. Each department has responsibilities for checking restrooms, offices, and other remote areas and helping everyone to leave quickly but safely. Do not assume that everyone will leave; make sure that they do so.
3. Once outside, make sure people do not block exits, try to re-enter the building, or interfere with emergency personnel.
4. If someone indicates that they saw someone set a fire or act suspiciously, get that information and connect the person with a supervisor and/or law enforcement. File an Incident Report Form.

WHAT TO SAY

We have an emergency in the building. Please evacuate the building immediately. This is not a drill. Please take all of your belongings with you. Please leave the building now and meet (wherever the congregating location is).

Other concerns that may need to be included in a safety/emergency policy are infectious diseases, angry customers, animals in the library, bomb threats, drug sales, missing child, sexual misconduct, weapons, tornadoes.

These are some questions to ask when developing a policy:

*Who is responsible for reporting an emergency and requesting assistance?

*Where is the emergency contact information?

*Under what circumstances should the facility be evacuated?

*Who is responsible for handling inquiries from the media

*How are emergencies handled if they occur when the library is closed?

TRUSTEE TIDBITS

Library Board Members have an important role to play in the process of their library's accreditation. As a group they need to accumulate 20 hours of continuing education credit over a 3 year period in order for the library to qualify for accreditation. The reason is that Board Members need knowledge about libraries if they are going to participate in the process of governing a library. Several Board Members who attended the personnel workshop in Alliance in July commented that it really helped them understand their responsibilities. It also earned each of them 6 hours of credit!

There is a new opportunity for learning and earning credit this fall that may be well suited to Board Members. It is an online session that is free (funded by the Nebraska Library Commission) and can be done any time between October 18 and November 30. There are three programs that deal with issues important to library decision makers: "Library Privacy and Confidentiality"; "Managing Difficult Patrons"; "Providing Excellent Customer Service in a Multicultural Environment." The best part is that you only need a computer with Internet access. You can logon anytime and work on it at your convenience.

Watching a video tape about library topics can also earn credit. If 5 Board Members watched a one-hour video on copyright (which can be borrowed from the Panhandle Library System office), the Board would have earned 5 hours of credit and increased their understanding of a big concern in libraries today.

Of course Board Members are always welcome to attend any workshops sponsored by the Nebraska Library Commission or the Panhandle Library System and earn credits for them. These events are listed in the newsletter. The Commission is now tracking Board hours for those who attend these trainings.

There are actually some libraries in Nebraska which cannot qualify for accreditation because the library Board Members will not earn any continuing education credits. This means they are eliminated from the distribution of state funds for libraries and they are not eligible to apply for state grants. This is certainly puzzling, since the one of the Board's functions is to be an advocate for the library.

Our thanks go out to those of you who give your time to serve on public library Boards. You make the essential connection between the library and the community that benefits them both.

UPCOMING OPPORTUNITIES FOR CONTINUING EDUCATION

Here are the events scheduled for the next few months that can provide you with things to learn and continuing education credits. See the flyers in this newsletter for complete registration information.

ONLINE CLASSES

The Nebraska Library Commission has contracted with the University of North Texas School of Library and Information Science for their new Library Education @Desktop (LEAD) Programs. There are 3 programs in the initial offering: "Library Privacy and Confidentiality," "Managing Difficult Patrons with Confidence," and "Providing Excellent Customer Service in a Multicultural Environment." Each class provides 2 hours of credit. You do all the learning on your computer via Internet access. You may start and stop at your own pace. The time period for working on the class is October 18 to November 30. The Commission has purchased 10 "seats" per System for each of the classes and is offering them free to the first 10 people who sign up. The special benefit is being able to do it anytime, anywhere, and not have to travel anywhere. These classes would be an excellent opportunity for Board members to earn credits for Library Board Certification. Specific information about each course is at www.leadonline.info/ Call the PLS System office to register: 632-1350 or toll free 888-879-2665.

BASIC SKILLS

Four Basic Skills classes are required for certification of librarians. The "Public Library Administration" course will be offered this fall for 6 hours of credit. The class meets 3 times, for 4 hours each time. It is also available as an online course. The cost is \$35. There are two locations available for PLS members: Scottsbluff – Nov.3,10,17 (the Bluffs Business Center on Nov.3, Scottsbluff Public Library Nov.10,17); North Platte Public Library – Dec.6,13,20. Register with the Nebraska Library Commission: 800-307-2665.

COMPUTER TRAINING

The Nebraska Library Commission has received a grant from the Gates Foundation to provide computer training to public library staff to help sustain the use of computers in libraries. This is NOT just for libraries who received computers in the Gates program; **any public library is eligible**. The same training will be provided twice at each location. Two people per library per session may attend free of charge. There is even a mileage reimbursement for those traveling over 90 miles one way. You can pick and choose the sessions you want from these offerings: "Basic Computer Troubleshooting (3 hours)"; "Front Page Training: Basics (3 hours) or Advanced (3 hours)"; PowerPoint Training (3 hours)"; "How to Teach Internet to Adults (3 hours)". In Scottsbluff the workshops are at the CBIT Center next to the airport. You may attend Oct.29-30 or Nov. 3-4. Workshops will also be available in North Platte on Oct.12-13 and Nov.1-2. Many of you have been asking for computer training. Don't miss this! Register with the Nebraska Library Commission.

EMPLOYEE APPRECIATION

The Library Administration and Management Association Institute (LAMA) will present a full day session to help managers develop a program that will help increase employee satisfaction, retention, and productivity. Those attending in Lincoln from more than 200 miles away will be reimbursed for mileage and an overnight stay. This is geared especially to large public and academic libraries.

especially for schools

At the recent school jobalikes, there was discussion about the problem of students plagiarizing information for assignments. Here are some of the ideas that were shared.

- * Block scheduling allows students enough time to do research and write within a class period so that the teacher can observe and work with them.
- * Some schools have a policy that if you turn in plagiarized work, you fail the class. It was recommended that this policy be signed by parents and students.
- * Some teachers have students report the results of their research orally, using only a notecard, which requires them to actually understand the concepts, not just copy them.
- * Some teachers make creative assignments with many options for demonstrating knowledge, such as making trading cards instead of writing a biography report
- * There was agreement that the key is in how the assignments are made and what the expectations are. The teacher must define the outcome before starting the assignment.
- * Many felt that the problem starts in third grade where the first “reports” are assigned. Using graphic organizers for younger students to gather information lessens copying.
- * Some teachers have students use PowerPoint as a way to synthesize their ideas.
- * It’s possible to type a phrase from a student’s report, enclose it in quotation marks, and use it as a “Google” search to identify the Web source that the student copied from.
- * Although library media specialists can be facilitators of the process, it is crucial that administrators create expectations for teachers and students to recognize the problem and find new ways to demonstrate learning.

These are some alternative ways to share information:

Create a play; write a song; design a costume; develop an exhibit; have a debate; write a eulogy; make a crossword puzzle; draw a chart; paint a mural; do an experiment.

Have you marked your calendar for Saturday, November 6th?

See the purple flyer in this newsletter about the

“ Information Power @ your library” training for school media specialists.

The \$10 fee includes lunch from Sweet Basil and lots of important learning.

Planning Planning Planning Planning Planning Planning Planning -----

“Librarianship is a curious profession in which we select materials we don’t know will be wanted, which we can only imperfectly assess, against criteria which cannot be precisely defined, for people we’ve usually never met, and if anything important happens as a result we shall probably never know, often because the user doesn’t realize it himself.” from *The Measurement of Performance* (Don Revill).

“Sometimes what counts can’t be counted, and what can be counted doesn’t count.” Albert Einstein

So much for outcomes.

But we all know that the better we plan, the more likely we are to do something that matters to someone. Hopefully to a lot of someones.

The Panhandle Library System has received a continuing education grant from the Nebraska Library Commission that will help us improve our planning skills.

With the funds, we are sending two of our library directors (Mary Beth Sancomb-Moran of Sidney Public Library and Cindy Mielke of Goodall City Library in Ogallala) to the Rural Libraries conference in Columbus, Ohio this October. In addition to what they learn there about programs for rural area libraries, they will be working on strategic plans for their own libraries, with some assistance from PLS and NLC. They will also develop a workshop to help other library directors develop a strategic plan for their libraries. This will be presented in two locations in November and December. By spring, those directors who attended will have developed a plan with the assistance of the PLS Coordinator. In the process, we all will have learned more about the planning process and its value in identifying and meeting the needs of our communities. With a good plan in place, these libraries will be able to build on it in the future without the “P” word meaning panic!

“Libraries are one of the greatest gifts that the American people have ever given themselves. They’re a gift for all of us – no restrictions of age or gender or class or interest.” Barbara Bush



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October/November 2004