



# Northfield Public Library Director's Report September 2016

## Director's Report

***Submitted by Teresa Jensen, Director of Library and IT Services***

At our last Library Board meeting in August the Board approved two important and useful policies—the Patron Conduct Policy and the Internet and Wireless Use Policy. Updating these two policies was long overdue, and called for a balance of a welcoming tone and specific dos and don'ts in and around the library. Thank you to all of you on the Library Board for hammering out final versions; they are posted online, and will surely help us enforce behavior in the library that is respectful of staff and patrons.

As I write this we are still waiting to hear if the Minneapolis Foundation will be assisting the library in its fundraising for Outreach Services, including partial funding for a new bookmobile. The United Way has agreed to allow us to participate in their 2017 drive, and we have applied for funding with the Northfield Rotary as well as the Friends of the library. Our goal is to have a new bookmobile for the next summer season, although the bookmobile fabrication is quite lengthy, and we may have to wait several months for it to be built.

Interested community members and library staff have met to discuss ways to obtain, build and staff a Book Bike in the Northfield community in order to promote literacy and positive PR for the Book Bike's sponsors. HCI and Northfield Promise are working with library staff and bike aficionado Eric Johnson to develop a viable plan for the coming year. We are moving ahead with the purchase of a Surly trailer upon which a book bike platform will be built. We will keep you all up-to-date as plans develop, but expect this to be very FUN!

Our new Poet Laureate, Rob Hardy, is beginning his inaugural year as PL at a running start; several opportunities for him to appear at civic events have presented themselves during DJJD and for the International Day of Peace. Rob has jumped in enthusiastically; look for him to read his poetry at your next civic event.

## Adult Services

***Submitted by Debby Nitz***

One of the main things I've been working on is planning fall programming. We have some fun things coming up including a free yoga class in the new atrium, a local history panel, author Ben Percy and the Jivin' Ivan Jazz band with dancing! Friends and Foundation Treasurer Bill North will also give a presentation on his travels to Italy. When you see these things advertised please talk it up with your friends! These programs are a continuation of our "Grand Opening" celebration!

**August 17-September 14, 2016**

The reference staff will also be doing some training in early October for staff who work at the information desks. We plan to give an overview of resources, reader's advisory and other reference tips.

I am also working with the group that is redesigning the library website and am working on content as it relates mostly to library services.

***Submitted by Jamie Stanley***

The month of August I worked on a couple of special projects. In addition to assisting with the drafting of the Internet use policy in the library, I have been writing up procedures related to use of the Samsung Monitor and peripherals that are available for use in the Pye Conference Room on the second floor. My goal is to create a straightforward procedure for any library staff that may be called upon to setup this equipment and minimize possible any possible malfunctions due to incorrect procedure.

On August 23<sup>rd</sup>, I gave a presentation to some residents of the 3 Links Apartments in Northfield on the subject of "Nordic Noir fiction". Nordic Noir or "Scandicrime" which is reading genre that is extremely popular with the reading public worldwide.

Although Swedish writers Maj Stowall and Per Wahloo are considered the first Scandicrime authors with their book Rosanna (1965) in which they introduced the protagonist Detective Martin Beck, it was Steig Larrsson, author of The Millenium Trilogy (*The Girl With the Dragon Tattoo* (2005), *The Girl Who Played With Fire* (2006) and *The Girl Who Kicked the Hornet's Nest* (2007), that reignited the global appetite or Nordic Noir with fans of crime fiction. Today there are many well-known Nordic authors who write in this genre.

***Submitted by Joan Ennis***

The reference staff was very busy during July and August with regular patrons and with out of town visitors. We often have visitors who grew up here, or had family here, who are looking for family history. Many of these visitors said how much they like the renovated library. In July, Jamie and I gave a presentation to Three Links residents on Southern Literature. In August, we gave a presentation on Scandinavian Literature. The residents enjoy our talks and we look forward providing them with new ideas for reading material.

I have contacted all of the Northfield Schools, to attend a faculty meeting and talk about the library. I have already spoken at two faculty meetings this week, and will speak at two more next week, the first week of school.

**August 17-September 14, 2016**

# Children's Services

*Submitted by Kathy Ness, Children's Programming Librarian*



The 2016 Summer Reading program ended August 18<sup>th</sup> with a small and rather melty ice cream social. It was so hot outside that we swapped ice cream buckets back and forth from the freezer and it was still difficult to scoop the soupy ice cream but the kids all enjoyed it anyway. Books & Stars ended earlier in the month with a SELCO/SELS Vetted Program with the RADZoo (Reptiles) from Owatonna. It was another hot and humid evening- just what reptiles like and about 175 people like too!

The 26 Library Pages made a huge contribution to the SRP, I just couldn't do it without them. Their faithful attendance, enthusiasm, goofiness and willingness to accomplish many tasks was amazing. I must also thank the parents of the Pages who assisted them in getting here, and I think the food businesses downtown will miss the influx of hungry teens and preteens 3 lunch hours a week. The Library Pages were: Siblings Ben & Jacob Reister, Alysaa & Brianna Schwartz, Teagen & Avery Watkins, Grace & Max Casson, Cynthia & Cristin Terry and Max & Julia Gorden Mercer. The others were Madeline Moser, Ryan Malecha, Gabbi Grant, Lenyn Pfau, Meadow Vrtis, Amy Runke, Michaela Young, Landon Nissen, Adam Reisetter, Zoe Frank, Saxon Egge, Sophia Schewe, Aila Hakala and Calvin Weis. Cynthia Terry is the lone 2016 senior this so this summer was her last, she volunteered for 6 summers! Many others have been volunteering for 4 and 5 summers! Amazing!

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***Submitted by Leesa Wisdorf, Reference Manager***

Kathy Ness and her pages wrapped up the Summer Reading Program. I can't stress enough how hard Kathy works to provide a positive mentoring experience for the middle school students and of course her excellent work keeping local Northfield children reading all summer. The busier the library, the harder all the staff need to work – all deserve kudos for another great summer!

In addition to working on acquisitions to keep new materials on the shelves through our busy summer months, I spent time this past month writing the Job Description and Job Classification Questionnaires for my position, and then reviewing the questionnaires of the Children's Librarian, the Library Assistant's, and the Reference 1 and 2 Librarians. I have been through the classification review process with the City of Northfield before and it is always interesting to see the comparisons with other cities deemed similar to ours. I look forward to reviewing these findings.

In response to staff requests I have also been working on some staff training to provide better customer service and more confident staff. Our Reference staff will be working up 2 one hour in-house training sessions to be held in October. I will be offering an additional session on readers advisory for children.

I am working on PR for a seed exchange library to be operational in early September. I visited the Duluth Library last week to get a refresher on their program and have permission to use anything we need for our own purposes.

As liaison to the Friends of the Library I have been working with library staff and Friends to coordinate a number of programs this fall. Thanks to Debby Nitz for organizing most of the speakers. This fall promises to be full of wonderful speakers and activities ending with the ever-popular Model Train Show. It should be mentioned here that Margit Johnson – one of our most dedicated Friends and current president – will be stepping down from her position in September 18<sup>th</sup> after the annual Friends of the Library meeting. Margit was a major force behind the successful Capital Campaign project that enabled our wonderful library renovation. Her unflagging efforts to make ours a better library and Northfield a literacy rich community will be a long-lasting legacy. The Friends are seeking new members to fill vacancies on the board.

***Submitted by Claudia Roman Jimenez***

This summer was the second time that the library joined Growing Up Healthy for *Thursdays in the Park*. Last summer the event took place on Tuesdays but this year it had to be on Thursday evenings.

*Thursdays in the Park* is a weekly summertime gathering for residents of Viking Terrace Mobile Home Park, organized by Growing Up Healthy, which offers families from the Latino community the opportunity to enjoy the warm weather and build social connections within and beyond their neighborhood. Growing Up Healthy collaborates with a variety of community groups and organizations to offer activities and resources to participants in the park, creating more opportunities for increasing social connectedness and building a strong community. As a representative of the Library, my job was to take library books for kids and adults to check out or simply read under a tree in the warm summer breeze. I was also able to give out new library cards in case someone did not already have one. The last *Thursdays in the Park* is on September 1<sup>st</sup> but we are all already looking forward to next year's gatherings of community bonding, fresh vegetables, fun activities, and library books.

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## Teen Services

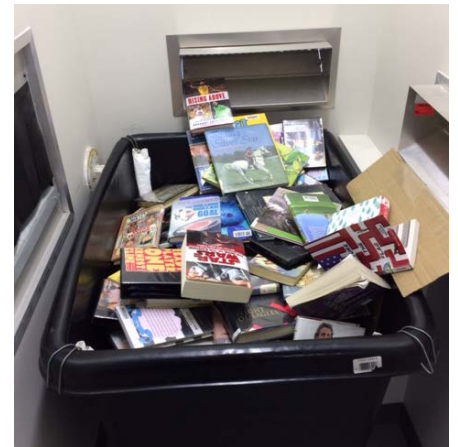
### ***Submitted by Ian Holms, Teen and Web Services***

In teen news, we finished up our Summer programming with a successful Minecraft event. Our reading program had more than 300 entrants and the winner of our grand prize iPad was Sophia Schewe. The Teen Advisory Board also voted to instate a new set of bylaws for the upcoming year and will be voting on officers next month. Design work on the website continues and we are actively adding new content. The anticipated launch should come sometime in October.

## Circulation Services

### ***Submitted by Kathy Rush, Technology Circulation Services Coordinator***

Checking in books in our newly remodeled space is a completely new process. In the 'old library' people brought their books into the library or used the book drop when we were closed and we checked them in at the desk. In the remodeled library we have all books dropped into one of three slots that fall into our one book drop. We have circulation staff that empties the book drop during the day and checks in the books. As the books are checked in staff will check the item to see if it is damaged or worn. They check to make sure that all the Cd's or Dvd's are in the case. They check to see if someone has noted that the Dvd's or Cd's need attention. We sometimes get donated books in the book drop and we need to save these incase someone dropped in a book by mistake and will come to retrieve it. We get books that belong to St. Olaf, Carleton, one of public schools or local churches that we return to their owning library. After the books are checked in they are placed by type on carts that are readied for the shelving staff to put back on the shelves. We talk a lot about how many books we check out – but checking in statistics are also important. In 2015 we checked in 234,495 items. So far this year we have checked in 166,898 items. In August of 2015 we checked in 17,778 while in August of 2016 we checked in 30,010! This keeps our circulation staff busy checking in and shelving staff busy putting them all away.



## Shelving and Volunteer Services

### ***Submitted by Laurie Kodet Technology Circulation Services Assistant Coordinator***

On September 13<sup>th</sup> the library will be welcoming a new student worker from Carleton. This is thanks to a long lasting collaboration with St. Olaf and Carleton, which has been in place since before I started in 2004. We have enjoyed a great working relationship with the colleges and have benefited from the inclusion of these great student workers each year. This year our student worker's name is Tianna Avery. She will be beginning her second year at Carleton. Tianna has volunteered at her home library and comes to us with experience and great enthusiasm for libraries. Here at the Northfield Library, she will be working as a library shelper and will also be trained in the processing of new materials. We are very excited to have Tianna join our team.

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