



# Northfield Public Library Director's Report October 2016

## Director's Report

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

These last few weeks I have been working to finalize the details of the grants from an anonymous donor via the Mpls Foundation to fund our Outreach Services initiative. There are three pieces to the grants; one provides for half of the purchase price of a new Bookmobile via a straight donation and a matching grant, one grant provides for a matching 1 to 1 funding for a bookmobile collection with grant dollars totaling up to \$5,000, and one grant provides for full funding for a part-time Outreach Coordinator position for a period of two years. I am presenting for City Council discussion on October 11 Council's acceptance of these grants, and asking for a commitment from the City for matching dollars from the CEP (Capital Equipment Plan) 2017 budget. By the time of this Library Board meeting that discussion will have taken place, and I will be able to give you all an update on the direction from the Council. Library Board member presence and advocacy at the October 18<sup>th</sup> meeting the following week in support of the Council commitment would be appropriate, and appreciated.

We have made out last payment to our General Contractor and to our architects; our punch items issues have been resolved, and we are waiting on the arrival and invoicing of a few last purchases of furniture. We are still working actively with our architects on the graphics for the dedication plaque, with a local business on art signage, and a local sign-maker for Division Street exterior signage. The Contractor, Brennan Construction, and our architects, RoehrSchmitt Architects, have been responsive and helpful to work with throughout the project.

We have re-submitted a revised SEMAC grant application for the Poet Laureate of Northfield for consideration. This grant coverage would begin in November 2016, if awarded. Rob Hardy, Northfield's inaugural Poet Laureate, has jumped in with both feet, creating and participating in readings and civic events presence this fall.

## Adult Services

***Submitted by Debby Nitz***

I have been mainly working on publicity for fall programming. We had a good turnout for our first ever "Yoga in the Library" on Saturday Sept. 17 led by Bob Bruce. We had 17 participants. It looks like there's a good chance we can get Bob to come back in the winter to do a few more classes. It was very well received. It was a fun way to use the new library atrium!

September 15-October 12, 2016

We have divided up the responsibilities for doing the PR and attending the various fall programs. I have a few coming up that I hope everyone will come to. Local author and screenwriter, Ben Percy, will speak about the craft of writing genre fiction (highlighting his new book "Thrill Me") on Wed. Oct. 19 at 7 pm. On Friday Oct. 21, 7-9 pm, the library will host a jazz band, Jivin' Ivan and the Kings of Swing. Please come and tell all your friends. This should be a fun evening of music and dancing.

In addition to promoting the fall programming I have been working on nonfiction collection development. I am also helping with an in-house reference training class for staff who work at the public service desks.

***Submitted by Jamie Stanley***

The Northfield Library hosted the monthly Mystery Book Group meeting on September 19<sup>th</sup> where we discussed A Mind to Murder by P.D. James. The Mystery Book Group has been going continually since 2005 and while membership has waxed and waned over time, at present the group enjoys the regular participation of about twelve members, with three people new members attending within the past few months.

I have found participation in the Mystery Book Group has provided me with a wonderful learning opportunity in terms of collection development, promoting the library mystery collection, and hopefully contributing in some small way to deepening the appreciation of the mystery genre among an intrepid group of loyal mystery readers who bring in various levels of familiarity with various subgenres, authors and trends.

A final fringe benefit of belonging to this group is that I develop a pamphlet for the monthly meeting that provides additional information about what we are discussing. This pamphlet is displayed on the second floor of the library and is available for pick-up by library patrons. It is also a useful Readers' Advisory resource for library staff.

***Submitted by Joan Ennis***

The beginning of school always brings many patrons to the library. In addition to students, we continue to have many visitors to the library who grew up here and remember coming here many years ago. Last week a group of women visiting Northfield wanted me to take a picture of them in the children's area. They had all grown up here and went to Washington School, and now live elsewhere.

I visited seven Northfield schools since the end of August, talking to teachers during a faculty meeting. I describe available services, and databases that teachers and students can use. Jamie and I gave a presentation on "Education and Schools" at the Three Links Care Center on September 27. The residents really enjoy our visits, and appreciate the ideas for new books to read. The Friends sponsored an event on local history on Thursday, September 29. Hayes Scriven, Orlo Otteson, Earl Weinman, two students, and Susan Hvistendahl described doing local research. This event was also the official release of Bruce Colwell's history of the library, *The Enduring Thing We Do Today: a History of the Northfield Public Library*. I worked with Bruce to obtain a grant from SELCO for the publication of the book. I have also started to meet with the Northfield Reads Committee, planning the events for the year. The topic for this year is mental illness.

**September 15-October 12, 2016**

Local author Donnita Rogers will return to the library for a presentation of her third novel, *Cloak of Ashes*, the third book in her *Women of Beowulf* series. She will talk about her book on Wednesday, October 26, at 7:00 pm.

Jamie, Debby, and I are prepare a training session for the circulation staff, to take place on October 10. I will be talking about the reference interview and readers' advisory

***Submitted by Claudia Roman Jimenez***

One of my favorite things to do at the Library is help our older patrons with downloading e-books and audiobooks from Overdrive. I have done many one on one help sessions with patrons over my time here at the Library. Some of them come back for a second help session usually if there is something they just cannot get passed or have forgotten how to do. Many think it is troublesome for me to take the time to help them but I assure them it is all part of the job and that I am happy to help. I have done a good job when our patrons leave with two or three books downloaded and a smile on their face. I will say the easiest tablets to work with are Amazon's Kindle Fires and Apple's iPads. We will do our best with anything that comes around though. Recently, I also started to visit a homebound patron to help her download audiobooks right from home. I also created a guide with screenshots for every step so that she could hopefully do it without me there. I however am not worried about having to visit her again to download more books. It is a great feeling to be able to serve our patrons in all ways possible – even delivering e-books or audiobooks when necessary.

## Children's Services

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

Our fall schedule of morning storytimes is working out well, while some kids (and parents) are distracted by the toys, kitchen and marketplace we have great participation. To help get our iPads out into patrons hands I am preparing a iPad Kids Club for later in October. MEA Break is coming up Oct. 20 & 21 and I will have open Lego and Duplo creative times in the meeting room both days from 10 to 2. The popular Lego Club beings Thursdays from Oct 27 to Dec 15. This session will also include the Duplos so little ones can also build. You can always check on line to see what's going on for kids here-- <http://kidsnpl.blogspot.com/>

## Teen Services

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

The Teen Advisory Board has nearly a dozen members for this upcoming year and recently elected three new officers. Congratulations to President Cynthia Terry, Vice President Dylan Countemash, and Secretary Olivia Felland. We are getting close to launching the new Northfield Library Website and it should be live by the end of the month. After the website launches, I will begin one-on-one tech tutoring sessions for anyone who is interested.

September 15-October 12, 2016

## Circulation Services

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

Resource sharing is a wonderful benefit of being a part of a large consortium of libraries. We belong to SELCO (Southeastern Libraries Cooperating) and that includes over 120 public, school and special libraries. They move about 3,500 items daily among the SELCO region. As for Northfield Public Library we receive between 8 – 15 bins of books each day in delivery. Each bin is opened and the contents removed and checked in. Some of the items are our items that are being returned and these are shelved. The rest are checked in, activating the hold slip, and put on the hold shelf for the patron. Although this whole process has become very automated, it still takes much staff time to pull the books to send, to wrap the books and get them ready for the delivery and unpacking the bins when they arrive. We used to have a staff person just dedicated to this responsibility, but a few years ago this was incorporated into the circulation staff responsibilities. Northfield patrons are prolific readers and they request a lot of books. In 2014 we borrowed 27,980 books from other libraries, in 2015 we borrowed 31,364 and in the first 8 months of 2016 we have borrowed 23,412. In most cases the books that are ordered are here within a few days. What a wonderful service for our patrons!



## Shelving and Volunteer Services

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



On September 19<sup>th</sup> we welcomed Heidi Willis back as one of library volunteers. Heidi has been a volunteer since 1992, when she worked with a job coach through a program run by Northfield High School. Heidi is here every week day from noon until two. Her job is to put away children's picture books and organizes the toys. I worked with the Children's department staff to develop a plan for where and how the toys should be put away. I spent three days working with Heidi and she has her routine down. It is a pleasure to have Heidi back; we enjoy seeing her smiling face every day.

September 15-October 12, 2016