



# Northfield Public Library

## Director's Report

July 2018

## Director's Report

### ***Submitted by Teresa Jensen, Library Director***

It's that time of the year again—budget time, where we *pore* over our budgets for this year, see where we stand, look at our plans for next year's initiatives, programs and building improvements, and adjust accordingly. Items that come up which are often adjusted include training and tuition, utilities, programming dollars, services. Do we need to get a new flagpole? What about extra seating? Are we paying staff tuition for 2019? How many people will we send to next year's conferences? Are there any upcoming tech devices, software, databases that we hope to purchase?

Our collection dollars are targeted to rise 2% this next year, as they have in the past three years. We are asking for a 2% increase from Rice County for 2019, which does not affect our overall library budget, as this is set by the city of Northfield, but it does affect the dollar amount contributed by the city versus the county. We will be making an oral presentation next month in Faribault in support of library services to the County Commissioners.

Our use of gift fund dollars will remain the same as in past years; at this point, we have no new big initiatives on the horizon (but always many little ones!)

It has been 5 years now that I have been working at NPL, and 5 years of working on library budgets for this library. As many of you know, before this position I was most recently at the San Antonio Public Library, in charge of their big central library and other system-wide library services. For NPL, budget-time is, well, kind of a pain, but also a time to reassess what is working, or not, and a time of reallocation; at SAPL, it was a time of weeping and gnashing of teeth. Every year we were instructed to reduce our budget by 10% through a number of cost-cutting scenarios. And so, department by department I would meet with managers to determine what we could possibly do to reduce our hours and staffing, because really, that's what most budgets are made of in the library world. It was a painful experience because we were dealing with people's jobs, and lives. Could we get by with one less delivery driver in a system with 26 branches? What would it mean in service hours if we reduced our reference staff by 3 FT librarians? How would it affect our collections system-wide if we cut our acquisitions budget by

\$200,000? All of these scenarios would then go to the City Manager, who would select among the various scenarios to come up with cuts. Every year! A whole department or library branch could be eviscerated through the budget process, only to be restored later by a huge public outcry. It was never a process of “what shall we do this year?” but rather “what is on the chopping block this year?” It was a terrible way to strategically manage a library; once you had cut after the first year to what you felt was to-the-bone, it was pretty tough to follow up the next year with any cuts that were meaningful. And I know that my colleagues in SA are still going through it, year after year, regardless of good economy or bad economy. This is the time of the year that I think of them and thank my lucky stars to be here at NPL.

I am so grateful for the support that the citizens of Northfield, and the state of MN contribute for library services. Per capita, MN citizens contribute twice as much as Texans; Minnesotans truly understand the value of libraries to the well-being of its people and its economy.

## Adult Services

***Submitted by Jamie Stanley***

**E-books: The Publishing Industry, Authors and Libraries - Part I**

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The May 1<sup>st</sup>, 2018 issue of the American Library Association periodical BookList included the full text of a speech crime writer Sara Paretsky gave at a June 2017 reception in Chicago honoring the winners of the Andrew Carnegie Medals for Excellence in Fiction and Nonfiction.

In her speech, Paretsky pulled no punches in her condemnation of the current publishing industry, the chaotic state of public life in the U.S., tribal censorship of the printed word, the pressure on established writers to write work that bolsters the bottom line of their publishers, the difficulty new authors face trying to get their work published, and ... the effect of the domination of the e-publishing industry by Amazon. Enter the public library (an institution much lauded by Paretsky), and the role of libraries in these anxious times.

The rest of my contribution to this report addresses an effort being made by two Minnesota state agencies to inexpensively provide access to ebooks to readers; in a small way it redresses the existing ebook distribution model.

The alternative being explored within Minnesota is a win-win solution for libraries that pay a lot of money to provide electronic access to popular works under the current model of distribution, for authors wanting to develop an audience for their writing but facing formidable challenges due to punishing publishing business models, and for readers who want to access to a wider variety of written work only available in electronic format.

*Ebooks Minnesota* is a two-year pilot project made available to residents throughout the state. It is funded by the University of Minnesota Minitex Office, and the Minnesota Department of Education through a Library Services and Technology grant from the federal Institute of Museum and Library Services.

The *Ebooks Minnesota* database can be accessed two ways. Through the Electronic Library for Minnesota (ELM) portal <http://www.elm4you.org/> or through direct access <https://mndigital.org/projects/ebooks-Minnesota>.

*Ebooks Minnesota* uses the Biblioboard interface platform, a next generation technology available via app download for Android, Apple or Kindle Fire HD devices or through personal computers. Biblioboard provides permanent access to the ebook titles in the *Ebooks Minnesota* database, there is no limit to the number of titles readers may borrow, and books do not have to be downloaded to be read. Biblioboard also allows multiple users to access the same title.

You can browse *Ebooks Minnesota* through Module or Category search modes. Works of fiction and non-fiction for adults, middle grade and younger kids are included in this database.

In Part II, I will provide a more in-depth discussion of the books in the *Ebooks Minnesota* database, as well as the pros and cons of how the database is structured from the perspective of searching it.

### **Submitted by Joan Ennis**

On June 2, the 5<sup>th</sup> grade class from St. Dominic were rewarded for reaching their reading goals with a walk downtown, and stopping for a treat at Brick Oven. Teacher Kelly Maroney asked me to give her students a brief tour of the library, describing the additions and renovations to the library over the years. The students then had a time to pick out some books for their upcoming summer reading. The weather cooperated that day and they had beautiful weather for their walk.

On June 19, I gave a book talk about books with wedding themes at the Three Links. The group enjoyed the talk and checked out many of the books I brought. I will follow up with this theme by attending their Brain Fitness event in July.

The Northfield Reads group is meeting often. We are planning our first event at the end of September and will have non-Caucasian members in the community talk about what it was like for them and their families to be new in Northfield.

Summer is a busy time for travelers visiting the community, sometimes having family members living in Northfield. We have been helping visitors find local history about their families.

# Youth Services

## ***Submitted by Emily Lloyd, Children's Programming Librarian***

In Children's, June marked the start of Y tours, Summer PLUS visits, Summer Reading Program registration and drop-in activities, Books & Stars, and our Reading Buddies program, which pairs kids with Pages for one-on-one reading sessions. New to this year, Summer BLAST—the middle school version of Summer PLUS—is also visiting for tours and original programming tailored to their needs. We've only had two BLAST sessions so far, but it's already clear that the visits are valuable for both the kids and the library. One girl who had never been to the library—and commented that her family had moved to Northfield from a shelter in Faribault this year—looked around after the tour and said happily, "I could LIVE here." She took home a library card application. Two other girls came back the evening of their visit to check out some books I'd recommended to another girl in their group—the word had spread. Today, a boy who Summer BLAST staff told me was well-known as especially hard to involve or impress asked if his class could come back tomorrow. There was repeated surprise from BLAST kids all around that we carry the kinds of CDs and DVDs that appeal to them. With all of June's activity, Summer BLAST visits stand out to me as the most meaningful moments of the month. This is important work with underserved youth who, for the most part, had no idea that the library had things to offer them—things they actually want. Angelica, Layna, and I have been working with BLAST on Monday afternoons while our outstanding summer intern, Sabrina Wieczorek, handles the simultaneous Y visits. In other news, Reading Buddies by appointment (last year it was drop-in) have been quite popular, with an average of ten appointments per week (in summer, "weeks" are Tues-Thurs for programming). We've had lots of appreciative feedback from parents and caregivers. An email I received today read "My daughters are LOVING the reading buddy program and it is their favorite part of their week!".

As Summer Reading Program numbers go, last year, a total of 547 youth registered for the program. This year, in the month of June alone, 588 youth have registered. It's a trend I hope we can continue.

And along the lines of "All Are Welcome Here", We now have purchased a button-maker for library use, and one kid made a button that said "Future Immigration Lawyer."

## ***Submitted by Layna Mestad, Youth Services Librarian***

June was a busy month for teen services. We are in the process of finalizing details for the Marvel Party at the end of July where we'll have a costume contest (superheroes and villains), make Marvel themed buttons with our new button maker, and watch a screening of Black Panther with a variety of movie theater snacks. Wakanda Forever! The Marvel theme is one the teens picked themselves, in addition to the movie title. There was a web of movie licensing

logistics we had to go through to be able to screen Black Panther, so we're excited this worked out in our favor. And thanks to Leesa for giving us the go ahead to do so! Also on the docket for teen events, Dungeons and Dragons will start again on Friday, July 6<sup>th</sup> and 20<sup>th</sup> 4-6pm. This will be run by the same group that was in charge of running the monthly Dungeons & Dragons & Dinner & Dessert with Emily last winter.

I've been working with a couple of the pages in weeding the YA collection. It's my understanding that TAB members helped weed the collection in the past, and I think this a great way for them to take ownership of the collection (of course, the librarians have the final say but it's important for the teens to provide their input and have their voices heard, especially when it comes to their collection). Speaking of TAB, we will have our kickoff meeting in July where we'll decide on a name for the group and set goals and intentions for Northfield teen services. More to come!

## Circulation Services

***Submitted by Kathy Rush Vizina, Technology Circulation Services Manager***

We are half way through 2018 and I am looking at our statistics. We checked out 153,992 items so far in 2018. Pretty impressive! However of these 153,992 items 79% of these items were checked out by our patrons themselves. For example, in June 28,206 items were checked out, of these 18,579 were checked out on one of the three self-check units in the library and 3,821 were online renewals. Another statistic that I think it is important to note is the check-in numbers. Circulation Staff checked in 149,799 items so far in 2018. Each item was physically taken from the book drop, if it is media it is individually checked to make sure all the CD's or DVD's were in the case, we also check if it is no longer new and the new sticker needs to be removed, and we also check to see if the item is wet, dirty or damaged. These items are then put on a cart for the shelveers to return to the shelves or placed in our Inter Library Loan area or set aside to repair. Each day of the week is different for returns. For example, in June on Monday's 5641 items were returned while on Thursday only 3867. For this reason it is important to have someone dedicated to checking in on Monday. Going hand in hand with the impressive check out numbers are the impressive check in numbers.

## Outreach, Shelving and Volunteer Services

***Submitted by Laurie Kodet, Shelving/Outreach Services Supervisor/Volunteer Manager***

### Volunteers of Month



**Pete & Susan Dean**

- Delivering Homebound Materials (Pete)
- Friends of Library Board Member
- Shelf maintenance
- Lots of folding, scanning, labeling

Thank you Pete & Susan for all you do!



## Volunteers

We are excited to welcome new library volunteer, Anabelle, who will be entering 7<sup>th</sup> grade in the fall. She will be spending about four hours a week at the library helping us wash toys and keep the children's area neat and organized. We are so lucky to have her share her time with us.

## Outreach

### BookBike



- June 2<sup>nd</sup> : Riverwalk Market Fair- Rain- Cancelled
- June 9<sup>th</sup>: Riverwalk Market Fair- Becky – (1 hour-5 visitors- rain again)
- June 13<sup>th</sup> : Old Memorial Pool- Summer Reading Promotion – (gave out 60 handouts)
- June 16<sup>th</sup>: Riverwalk Market Fair-Rain- Cancelled
- June 23<sup>th</sup>: Riverwalk Market Fair- 63 visitors, 15 story-time attendees

The weather finally cooperated on June 23<sup>rd</sup>, which enable library staff to have the book bike at the Riverwalk for the scheduled length of time. The book bike had many visitors and we were able to present our first storytime. Library volunteer, Gretchen did a great job entertaining the children. We hope to have many more sunny Saturday mornings.

- June 2<sup>nd</sup> : East Cannon River Trail opening (City Event)– 22 people
- June 13<sup>th</sup>: Books & Stars – 120 people
- June 19<sup>th</sup> : Northfield YMCA – 70 children, 7 camp counselors



- June 19<sup>th</sup> : Tuesdays in the Park- 35 people, 4 library cards issued
- June 20<sup>th</sup> : Books & Stars – Cancelled- rain
- June 21<sup>st</sup> : Bring out the Vote – 50 people, discussed City ID program, distributed brochures and applications
- June 26<sup>th</sup> : Tuesdays in the Park – 42 people, 1 library card issued



Layna and library volunteer, Ann visited the Northfield YMCA to promote the Summer Reading Program and Books & Stars. Seven groups of children toured the bookmobile and enjoyed a storytime.

Despite the rain, many people came out to visit the bookmobile at the first Tuesdays in the Park event of the summer. Angelica was able to not only able check out library materials and issue library cards but also answer questions about the City ID program. This collaboration with Growing Up Healthy is off to a fabulous beginning.

I accompanied Angelica on June 26<sup>th</sup> on the bookmobile at Tuesdays in the Park and it was a wonderful experience. Immediately upon our arrival, children were knocking on the bookmobile door wanting to come in. It was so fun to see children waiting and so excited to come on the bus. Angelica spent time mingling with people and promoting the summer reading program and Books & Stars. Her Spanish language skills are essential for this outreach to be successful – we are so lucky to have her! She does such a great job engaging people and making them feel welcome.

### City ID

June 4<sup>th</sup> was the opening day of the City ID implementation. We took 27 City ID and 4 library card applications. Several people were unclear about what documentation is acceptable as proof of residency. After receiving the information, nearly all returned with the proper documentation and their applications were processed. People were excited and thanked the library staff and volunteer for their time and efforts. We are off to a great start.

The process is operating smoothly. In anticipation of a very busy first Saturday, we have trained and scheduled additional staff. The most important thing to note is the positivity and appreciation of the applicants.



## Professional Development

In the first two weeks of the June, I took a class called *American Racial Minorities*. Some of the topics covered were learning to recognize personal-biases, prejudice, discrimination, and immigration. The information I learned will help me with my work in outreach.

On June 21, I meet with Richmond Kinney, Adult & Technical Services Supervisor of the Duluth Public Library to discuss collection development processes and policy. Learning how other libraries tend to their collections is very helpful in broadening my understanding and introduces me to new ideas.

## ***Submitted by Angelica Linder, Outreach Coordinator*** **Highlights of June 2018:**

### **CITY ID**

We started issuing the City ID's on June 4th during the first week we had a wonderful response, 87 cards were issued. To date, we have processed 165 City ID applications. The City ID program is an opportunity for me to promote library services to the Hispanic patrons who may not have visited our building in the past.

### **Bookmobile and BookBike**

- I brought the Bookmobile to East Cannon River Trial Opening on June 2. This was a City event and a great opportunity for the Library to support City's endeavors.



- On June 13, Laurie and I took the Book Bike to the Northfield Pool to promote the first night of the Books & Start concert series. We handed out information and talked to people about the summer reading program and Books & Stars.

- On June 19 and 26, I brought the bookmobile to "Tuesdays in the Park" ("Martes en el Parque") visits, which is a collaboration with Growing up Healthy and Northfield Promise. This event happens most Tuesday nights throughout the summer at Northfield Estates & Viking Terrace. This is one of the best ways in which the library can provide access to library materials and promote library services to an underserved population in our community.





- The Bookmobile was present at a Democracy in the Park event on June 21, where we promoted library services and information about the City ID. In addition, two of our Summer Reading program Pages were onsite to read to kids and promote the Summer Reading program and activities.

### **Summer BLAST**

- On Monday, June 25, fifteen Summer Blast kids visited the library this was the first of many scheduled visits throughout the month of July. Summer Blast is a program for students in grades 6-8. They receive academic instruction in math, reading and other subjects at the middle school in the morning, and in the afternoon, they are bused to Carleton College, where they participate in enrichment activities of their choosing. We are very excited to have this group stopping at the library. We are doing a tour followed by fun activities. Emily, Layna and I are working together to offer this kids a good experience and get them excited about all the library has to offer.

### **Onsite ESL Class**

- Plans for the library to host an ESL class are moving along well. This is a collaboration with Dakota Prairie Adult Basic Education. I met with Tracie Kreighbaum, Adult Basic Education Coordinator, on June 20th and we were able to finalize the details, dates, room and the use of the library's iPads. Dakota Prairie is in the process of hiring the English teacher for this class. The first class is scheduled for Tuesday, September 4 from 12:00 pm to 2pm and will continue until May 14. This a new and exciting collaboration.

## **Northfield Poet Laureate**

Northfield Poet Laureate Rob Hardy is spending the month in Greece. His *Director's Report* will return in September.