

Montana State Library

FALL WORKSHOPS 2015

October 2-3, 2015, Red Lion Colonial Hotel, Helena, MT (406) 443-2100

Program

Pre-conference - Thursday, October 1st 10 AM- 3 PM

Book Mending

Evaluations from 2014 asked us for more time, so we planned four hours of hands-on practice with book mending techniques. Bring along those worn books you have set aside hoping to figure out a way to extend their lives for a few more years. Bring materials if you have some, but there will be materials provided. Wobbly spines, tattered pages, mushy corners... you will learn how to patch them up and get them back on the shelf.

OUTCOME:

- Put worn and popular books back into circulation
- Determine when book repair is not an adequate remedy and the item needs to be replaced

Shelma Seidel, Havre-Hill County Public Library

FRIDAY, October 2nd 9 AM – 12:15 PM

Concurrent sessions:

Montana Shared Catalog - Inventory & Weeding

Inventory and weeding are important tasks that can be simplified with a clear plan. We'll go over the inventory and weeding processes, which reports to use when, WorkFlows tips and tricks, and how to use the MobileCirc app for these projects.

OUTCOME:

- Improve and simplify collection management using technology tools in the MSC

Jessie Goodwin and Amy Marchwick, Montana Shared Catalog

CE category: collection management & technical services

Community Conversations Start at the Library

Public libraries are at the foundation of democracy, free exchange of ideas, community convening and connecting. Conversations at the library can empower individuals and communities to solve problems together, express community values and realize community aspirations. In this session, you'll learn how to facilitate these conversations at your library through programming, including:

- Montana Legal Services Association's (50th Anniversary Celebration) Conversations about Justice
- ALA/Harwood Institute Libraries Transforming Communities
- OneMontana Rural-Urban Exchanges and Common Ground Meetings
- Humanities Montana Speakers Bureau, Reflect, and Gracious Space programs

And we'll conclude the session with a hands-on, facilitated library community conversation!

OUTCOMES:

- Convene new programs and conversations at your library
- Recount the role of library in realizing community aspirations

Lauren McMullen, Montana State Library and panel

CE category: library services to the public

Library Services: Maximum Accessibility

Is your library providing services to your patrons with disabilities with equity? Can you do better? This session explores the many ways you may be able to improve accessibility for patrons who have physical challenges with mobility, sight, or hearing. Derrek is a specialist with the MT Department of Health and Human Services skilled at helping public agencies improve their accessibility. Bring a floorplan of your library, or a set of photos of your interior and entrance areas and take advantage of Derrek's expertise to get specific suggestions for your library space.

OUTCOMES:

- Reconsider space and services at the library to better serve patrons with special needs
- Identify barriers which may impede patrons participation in library services
- Understand the legal requirements for public services to provide accommodations

Derrek Sheppard, Montana/DPHHS

CE category: library administration

Library Leadership: Identity & Engagement (the unconference)

This facilitated discussion with library directors and management staff of Montana libraries is a great way to start your Fall Workshops conference if what you enjoy most is the networking opportunity at training conferences. Your facilitator, KellyAnne Terry has selected four areas to explore and share:

1. Who are you? Yourself, your staff and your library's identity. How are you presenting yourselves?
2. Listening – to your staff, patrons, elected officials, donors, etc. Strategies for listening with empathy to really hear what is being said (and not said), tips on self-awareness and reflection to aid in decision-making.
3. Foresight/Planning – How do you recognize opportunities, instill positive thinking with staff and create the change you want to see? Making decisions for future good; exploring the idea of "servant leadership."
4. Connecting with Community – different levels of connection for different needs, fostering the library as a community center.

OUTCOMES:

- Strategize with peers for broadening the impact of your library
- Reconsider leadership and engagement strategies with staff, patrons and community for more impact

KellyAnne Terry, Lewistown Public Library

CE category: library administration

FRIDAY, October 2nd 1:45 – 5:00PM

Concurrent sessions:

Montana Shared Catalog: Overview & Updates

Whether you're new to the Montana Shared Catalog or you'd just like a refresher, we'll go over the MSC's history, structure, processes, and policies. Join the MSC staff to discuss what's coming in the next year, new software and tools, the reorganization project, and more.

OUTCOMES:

- Recognize the benefits of shared resources, common ILS, shared staff
- Understand the goals and foundation of the Montana Shared Catalog and the strategic plans for growing and sustaining this initiative

Ken Adams, Jessie Goodwin, Jemma Hazen & Amy Marchwick, Montana State Library

CE category: library administration

New Directions for Collections

Is your library's collection changing? What do you think it will look like in 5, 10, or 20 years? New dimensions in physical materials, digital materials, shared and floating collections, altered library spaces, collection assessment, organization, access and collision, patron-driven acquisition, the social catalog, local content, the "community is the collection"... and the list goes on. How is a librarian expected to plan for the collection of the future?

Come to this session to learn about trends and industry thinking about public library collections, and find out how your fellow librarians are navigating the constantly changing landscape of collection development.

OUTCOMES:

- Reconsider the role of the library and how it serves its particular community
- Enact collection policies and practices that provide the most impactful and essential information services

Lauren McMullen, Montana State Library

CE category: collection management & technical services

Programming For Young Adults & Grown-ups

Do you have program envy? Are you stumped by a small budget and minimal staffing? Don't despair, help is on the way! Learn about using the Montana State Library MakerSpace kits to jumpstart your library programs, and about resources available online from YALSA to support programming targeted to young adults.

OUTCOMES:

- Utilize online resources for young adult programming ideas
- Explore the MSL MakerSpace kits to determine how your library can benefit from this resource
- Take home program ideas to customize at your library

Heather Dickerson and Marissa Bazan, Lewis & Clark Library, Molly Aagard, Madison Valley Public Library, Sara Groves, Montana State Library

CE category: library services to the public

Ready Willing & Enabled: Libraries Respond to Disasters

Take a check-up on your library's disaster preparedness, learn what to expect from response agencies if your library is involved in a disaster, explore the role that libraries can play in a disaster response in our communities, and consider the role of libraries in assisting communities recovering from a disaster.

OUTCOMES:

- Assess your library's preparedness to deal with a disaster and identify shortcomings
- Understanding procedures that are in place long before a disaster strikes, reconsider the role of your library in assisting your community during a disaster response
- Identify key players in FEMA, statewide, and in your community for disaster planning and response

Jo Flick, Montana State Library

CE category: library administration

SATURDAY, October 3rd AM

breakfast session:

Listening Session: Library Development Study

The State Librarian has appointed a Library Development Study Task Force to make recommendations regarding MSL library development services to 21st century Montana libraries. This Task Force is asked to seek feedback from the library community about the priorities for the work of the State Library and allocation of resources to do this work most efficiently. A primary purpose of this study will be to inform MSL on how the federal Library Services Technology Act (LSTA) and state Coal Severance Tax monies are spent beginning with the federal fiscal year 16 LSTA award. Recommendations will likely also inform budget requests for the 2017 legislative session.

This is your opportunity to participate in this statewide discussion, with members of the Task Force. Please come and engage in this vital conversation. Read more information about the Task Force here:

http://about.msl.mt.gov/Home/commission_councils/library_development_study_task_force

Montana State Librarian and MSL Staff

CE category: library administration

Concurrent sessions:

After School Programming

The small library in Valier, MT manages a popular after-school program with little budget and very few hours available to plan. Get hands-on in this session as you pick up program ideas that are of proven interest to kids after-school and discover ways to implement new programs with no staff, and few materials.

OUTCOMES:

- Practice several new program ideas that are easy and cheap to implement
- Reconsider how to plan programs for greater impact

Cathy Brandvold, Valier Public Library; facilitated by Jennifer Birnel, Montana State Library

CE category: library services to the public

Managing Yourself & Others in a Difficult Situation

No matter what department we are in, or our specialization, we all work with people. People make the work meaningful and fun, but they can also make our spaces unwelcoming and leave us with palpitations. Handling difficult behavior calmly and effectively is something we need to learn through experience and hone through practice. With this workshop our goal is to give you the opportunity to do both. Come prepared to be engaged; come prepared to be awesome: participate in incidents and incident reviewing, scream at each other, call 911, practice de-escalation techniques

OUTCOMES:

- Empower yourself and others to more effectively handle difficult persons and situations
- Improve security and services at your library

Tony Edmundson, ImagineIF Libraries

CE category: library administration

Measuring Library Activities' Impact & Sustainability for Planning & Budgeting

It's not enough to have high-impact programs if there's no effective strategy for sustaining the organization financially, nor is it enough to be financially stable without considering ways to have greatest positive impact in our community. Successful organizations consider both financial and impact information in planning and budgeting for the future. In this session, you will learn about a tested, practical method for measuring the impact and financial stability of your core activities, analyzing the results, and applying those results in decision-making for strategic planning and budgeting. At the end of the session, you will be prepared to implement the method when you return to your library

OUTCOMES:

- Implement a strategic tool for evaluating the income and sustainability of library programs
- Improve data collection and analysis of library programs and services

Teresa Geremia-Chart, Sage Solutions

CE category: library administration

OCLC Group Services: WorldCat, Interlibrary Loan, & More

This hands-on training session, led by OCLC staff, will cover WorldCat Discovery and WorldShare Interlibrary Loan.

OUTCOME:

- Achieve basic understanding of how to use resource sharing services available through OCLC Group Services contract

Kathy Kie, OCLC

CE category: collection management and technical services

SATURDAY, October 3rd PM (90 minutes)

Concurrent sessions:

Partners: Reaching Out, Bringing In

The Belgrade Community Library was recently honored as the 2015 Best Small Library in America by the Library Journal. This session explores one of the reasons this library is the little library that thinks big – they connect with their community and use partnerships and collaboration strategically. Get behind the scenes with the Belgrade library staff to learn more about how they reach out for partners and bring in collaborations to better serve their community.

OUTCOME:

- Learn strategies for community engagement and collaboration

Gale Bacon, Vanetta Montoya, Rebekah Kamp, and Kelly McGregor - Belgrade Community Library

CE category: library services to the public

Policies Check-Up: for public libraries

Review the public library standards in Montana and complete an assessment of your library's policies. Consider the legal requirements your library must address with your policies. Explore templates for common library policies and find mentors that can help you develop the policies you need to support your library services. This session is a perfect introduction to policy making for library trustees and administrators.

OUTCOMES:

- Assess the status of policies at your library
- Explore resources for developing better policies
- Review legal issues related to library policies

Sarah McHugh & Jo Flick, Montana State Library

CE category: library administration

Foundations/Friends: Quality Structure & Governance

Friends of the Library, Library Foundation, Community Foundation: What is the most suitable to meet the mission and goals of the library and how do you create it? In this session, you will learn about three types of structures for associated friends/foundation groups. We consider: planning, how to start a new entity or transition an existing one and the benefits and challenges of each structure. We'll discuss best practices for governance, oversight, and communication.

OUTCOMES:

- Consider the legal structure best suited for a friends group or foundation
- Explore best practices for setting up the group or foundation and recognize resources available to assist with writing bylaws

Teresa Geremia-Chart, Sage Solutions

CE category: library administration

The Mobile Library/Librarian

With the widespread adoption of mobile technologies in our libraries and communities, we're seeing changes in how library staff and patrons access and interact with library resources and other information. Bring along your devices as well as your favorite and/or most useful apps to share with the group. We'll talk about some library and special needs specific apps including BARD. We'll also look at cloud storage and streaming services and how their increasing use affects wifi and bandwidth needs.

OUTCOMES:

- Make better use of mobile devices to serve patrons
- Recognize how patrons are using mobile devices to access library services
- Understand cloud storage and streaming services and their potential impact on library bandwidth

Suzanne Reymer, Montana State Library

CE category: technology