



September 28-29
Red Lion Colonial Inn, Helena

Essential Information:

Registration – pick up your schedule & name badge:

- a registration desk will be open following the MSC meeting at Carroll College & at the Red Lion Hotel 4-6 pm on September 27th.
- registration opens on September 28th at 8 am; at 7:30 am on September 29th

Meals provided:

- continental breakfast served both days
- coffee & hot tea available all day both days
- lunch on Sunday – your selection: ham & cheese, veg wrap, or chef salad
- afternoon sweets both days
- TeaTime poster sessions on Sunday – salty snacks, fruit, lemonade, coffee/tea
- lunch on Monday – baked potato chili bar & salad (bison & vegetarian chili)

MSL CE credit:

- log into the MT Library Directory & select sessions from the CE Tracker online

OPI credit available:

- pick up form at the registration desk, collect signatures from presenters
- leave completed form at the registration desk before departing

Collaborative Summer Library Program manuals:

- ALL MANUALS are labeled, ONE PER LIBRARY
- sign for every manual that you take

Library trustee travel reimbursement – **special 2014 grant**

- complete the form provided (or pick up an application at the registration desk); leave completed form, all receipts & a signed W-9 at the registration desk

NEW public library director travel reimbursement

- complete the form provided in your registration packet & leave it with a signed W-9 at the registration desk

Presenter travel reimbursement

- complete the form provided in your registration packet & leave it with a signed W-9 at the registration desk



PROGRAM

Bugle for library learning!

September 28-29 Red Lion Colonial Hotel, Helena

Sunday September 28th 8:30 - 11:45 am

Montana Shared Catalog - Enterprise: New Patron Catalog with Bonus Mobile Circ demo

MSC staff will demonstrate the features of the new Enterprise online catalog system, followed by guided practice that will allow attendees to get familiar with all the great functionality offered. There will also be a look at how Enterprise can be customized by librarians to personalize it for the best fit for their library and patrons. We'll finish up with a demonstration of the features in Mobile Circ, a new app which allows many circulation and inventory functions to be performed on mobile devices.

OUTCOMES: Participants will:

- use the functions of Enterprise to provide more effective services to patrons.
- customize their Enterprise profile to better serve local patrons

Presented by: Amy Marchwick

CE category: library services to the public

STEAM & the Makerspace: engaging programs & services for youth

Are you looking for new ways to engage children and provide learning experiences in your library? Wondering how you can implement the maker mentality without spending tons of money? Let's talk STEAM and the makerspace! You don't need subject expertise to

harness the potential that STEAM and makerspaces can offer your library--just some go-to resources and a curious mind. This workshop will discuss strategies and tools for offering STEAM programming as well as low- to medium-tech makerspaces in any library, regardless of size and budget. We'll explore active and passive STEAM programs for both preschoolers and school-age children. We'll also examine a range of successful maker activities and programs at libraries across North America. Be prepared for hands-on examples! Participants will leave inspired and ready to offer STEAM programs and everyday makerspaces that work for youth at your library.

OUTCOME: Participants will:

- model effective STEAM program integration into their library's current services to promote STEAM learning with youth in their community

Presenter: Amy Koester

CE category: Library Services to the Public

Catalog THIS!

Occasionally, an unusual item comes into the library's collection. No existing record exists and likely, no one else will ever create a record for this item. Presenters Roberta Gebhart and Laura Tretter will lead this session to deal with items that lack a catalog record, aren't easily pegged to standard formatting for cataloging and other problem items that you may have sitting in a special spot in your office awaiting your attention. If you sign up to attend this session, bring along an item or contact the presenters in advance if you have something you would like to have used as an example.

OUTCOME: Participants will:

- create an original catalog record for an unusual item to make that item discoverable by anyone, anywhere

Presenters: Roberta Gebhart and Laura Tretter

CE category: collection management and technical services

Montana Librarians Online!

There is a new look coming to the State Library Resources and Learning Portal web pages! Let us show you the tools available and how to navigate to all the useful information just waiting to be discovered.

OUTCOME: Participants will:

- effectively navigate the new system on the SLR and Learning Portal DNN pages to find relevant information for library activities

Presented by: Pam Henley & Jo Flick

CE Category: technology

Assets: yours, theirs and ours

Your library brings assets to every community partnership, including great collections, staff expertise, excellent information technology, comfortable meeting spaces and more. And community partners bring a multitude of assets to the library, too. Come to this session to learn how libraries can identify and leverage everyone's assets to build community relationships that rock! Your fellow librarians will share ideas, challenges and stories of

successful partnerships and you'll have an opportunity to develop at least one new community partnership strategy for your library.

Outcomes: Participants will:

- assess the advantages of partnerships to better serve the community
- model successful partnership ideas from other libraries to improve services

Presented by: Lauren McMullen

CE category: library administration

Sunday September 28th 1 - 4:15 pm

Montana Shared Catalog Workflows Scavenger Hunt

Montana Shared Catalog librarians will work in teams to complete tasks throughout workflows. In a shameless attempt to make system training fun, MSC staff will demonstrate some of the harder features before letting each team loose. Show off your intimate knowledge of wizards and modules and learn about little-known features and fixes in the system. For prizes! Attendees will learn about circulation, cataloging, and reports features in the MSC library system, SirsiDynix Workflows.

Outcomes: Participants will:

- practice some of the less common Workflows functionality to find useful resources
- use Workflows more comfortably and efficiently to improve library services

Presented by: Amy Marchwick

CE category: Technology

OCLC WorldShare InterLibrary Loan

In this training session, we will cover the basics of searching, lending, and borrowing using OCLC WorldShare InterLibrary Loan, and maintaining library information in the Policies Directory and Constant Data record.

OUTCOMES: Participants will:

- practice proper procedures for making requests and maintaining contact and lending information to improve services for their patrons
- search, borrow, and loan items using WorldShare InterLibrary Loan to expand the resources available to local patrons

Presented by: Dawne Tortorella, OCLC

STEAM Kits: making our way across Montana

STEAM (Science, Technology, Engineering, Art, Math) education supports the development of skills such as critical thinking, teamwork, and creative problem solving. In a maker space, STEAM learning happens actively through collaborative, goal-oriented projects and programs, but also through unstructured access to resources that encourages self-initiated learning. The Montana Makers kits equip libraries with tools and resources for young patrons to experiment with technology and craft in a way that is not readily available in most

communities. Come take a look at the kits and hear about their first summer traveling across Montana.

OUTCOMES: Participants will:

- implement STEAM learning in library programming
- gain hands-on experience with maker kit materials

Presented by: Cara Orban and Montana librarians

CE category: library services to the public

Performance Evaluation: less pain, more gain

This session pairs well with the assets session planned for Sunday morning. Participants will explore models for conducting a library-wide performance evaluation, as well as some tools to facilitate effective individual employee performance evaluation. We'll consider several different methods such as desk audits, self-assessments, and gap analysis techniques to reveal opportunities for improvement and document areas of excellence. We'll explore statistical tools available online to measure a library's performance and good ways to keep the community informed and engaged with their library.

OUTCOME: Participants will:

- implement effective library and individual performance evaluation to provide better library services to Montanans

Presenter: Joann Flick

CE category: Library administration

Common Core: public-school partnerships

Montana is implementing the Common Core standards to improve learning outcomes in schools so that students are better prepared for college and work when they graduate from high school. In this session, OPI's Colet Bartow will provide an overview on the Common Core so that public librarians and school librarians can work together locally to support students in their communities.

Outcomes: Participants will:

- explore the Common Core standards for learning to be better assist students and schools in their communities
- implement partnerships with schools in their community to support student success

Presented by: Colet Bartow

CE category: library services to the public

Tea Time Poster Sessions

Refreshments will be served as participants choose between several short presentations by the MT State Library staff and others to learn about important statewide library resources and services.

OUTCOME: Participants will:

- utilize statewide electronic resources to expand the services offered by their library to their community

CE category: technology



TEA TIME poster sessions

Sunday, September 29, 4:30-5:30 pm

CHOOSE ANY FIVE – sessions repeat every 10 minutes; collect 5 stickers to claim 1 CE credit.

❑ 1. **Statistics: They're Yours, Use Them!** - Colleen Hamer

What's new & what's in it for you on public library statistics.

❑ 2. **Montana Memory Project: Better, Stronger Faster...** - Jennifer Birnel

The MMP continues to grow & improve. Come check out our new look with improved search results.

❑ 3. **Smaller is Better (or, Size Doesn't Matter)** - Pam Henley & Suzanne Reyrer

Come & see our new toys (you can take 'em home to play with at your house, too)!

❑ 4. **Get Messy!** - Sara Groves & Cara Orban

Dig in to the Montana Makers & Ready2Read kits. Explore the possibilities for programs & for unstructured play & learning.

❑ 5. **Braille & Talking Books—On the Go** - Martin Landry

Demonstration & discussion of BARD Mobile App for IOS devices.

❑ 6. **Certification Dreams Really Do Come True** - Jo Flick

Apply for MSL Certification entirely online – *new process* – learn all about it!

❑ 7. **Beam Me Up!** - Amy Marchwick & Ken Adams

Enterprise is coming! Come & see the MSC's new online card catalog: check out features & functions.

❑ 8. **PD Safari** - Alana Mueller-Brunkhorst & Lauren McMullen

Navigate Safari Books Online & discover the MSL Professional Library Development Collection – check out a few!

Monday, September 29th 8 -11:15 am

Share Your Story

Share Your Story is a pilot of Montana State Library that circulates traveling recording kits to libraries on a rotating basis. Using little more than simple iPad apps and microphones, library staff and volunteers can venture out to record and preserve the rich stories unique to their community. In this session, we will hear about the first projects underway during this pilot, discuss oral history interview best practices, and brainstorm on other invigorating ways these kits could be used to supplement your outreach and programming plans.

OUTCOMES: Participants will:

- explore the Share Your Story pilot and the resources available from Montana State Library to support of oral history community outreach projects
- make a very short video so they will be able to assist patrons in recording oral histories
- utilize best practices to acquire a genuine and interesting conversation with interviewees

Presented by: Cara Orban and Montana library staff

CE category: library services to the public

EBSCO DiscoverIt! - know your profile, know your databases

Bring your Montana Library Directory username and password. In this sessions EBSCO trainer Lisa Dennis will focus on the content and resources available to all libraries statewide, including the EBSCO suite of databases, and how to highlight the content that is best suited for your library's user groups through Discover It! The second half of the session is focused on participants creating a customized profile for a specific audience of users.

OUTCOMES: Participants will:

- explore the content of several electronic databases of resources to be able to point patrons in the right direction to find relevant resources
- develop a customized profile for a specific audience that they serve in their community

Presented by: Lisa Dennis, EBSCO

CE category: collection management and technical services

Your Library's Web Presence

Connecting with patrons online can be a daunting task that requires everything from the technology know-how to the care required for using social media sites. Come to this session for resources and information about how best to utilize the web. This will include discussion of website design options and best practices; social media tools, tips, and tricks; and how to use various analytic tools to view and optimize your reach.

OUTCOMES: Participants will:

- Recognize effective website design to better promote their library

- Implement social media to engage with their patrons

Presented by: Pam Henley, Amy Marchwick, & Suzanne Reymer

CE Category: technology

An Inclusive Work & Service Environment

The Montana chapter of the National Coalition Building Institute provides professional training for businesses across Montana. This workshop will support library service providers in creating a work and service delivery environment where colleagues and clients from diverse backgrounds, life experiences, and cultures feel valued and respected. Through experiential activities, participants will examine challenges and barriers to providing quality customer service to a diverse consumer base and learn new approaches for meeting consumer needs and building a welcoming environment for all.

OUTCOMES: Participants will:

- value and respect cultural diversity to better serve a diverse Montana
- implement customer services policies and practices that are responsive and supportive of diverse cultures

Presented by: Heidi Wallace, National Coalition Building Institute

CE Category: library administration

Programs Ready-Made

Looking for some ideas for library programs that are already designed, planned, and ready to present? This session will not only provide four very different, very easy-to-replicate program ideas, it will offer a fail-safe, super-simple approach to designing programs on any topic for any audience at little or no cost. Participants will work together to outline a slew of programming ideas that will be used to start up program sharing online in the MSL learning portal. That's right, Montana librarians, your dream is about to come true.

OUTCOMES: Participants will:

- be able to present four completely different ready-made library programs for patrons
- practice a simple formula to design effective library programs for patrons
- design and share effective library programs for the benefit of their peers

Presented by: Jennifer Birnel & Jo Flick

CE category: library services to the public

Monday, September 29th 12:30- 2:30 pm

Montana Early Childhood Standards: exploring essential elements & applications

For the first time, Montana has Early Learning Standards (MELS) designed to guide early childhood programming throughout the state in one direction. Come learn from a leading childhood development expert and one of the lead developers of the new MELS how to utilize effective methods for embedding the MELS into the library's activities with children and families and make your early childhood programming even better!

OUTCOMES: Participants will:

- describe the general purposes, structure, and features of the MELS; including the identified standards, benchmarks, indicators, and learning opportunities
- implement methods for embedding the MELS into current library programs for children and families

Presented by: Cindy O'Dell, Dean for Early Childhood, Elementary, and Secondary Education, Salish Kootenai College

CE category: library services to the public

Affordable Care Act - an update

The Montana Primary Care Association is an association of community health centers in Montana. The MPCA is one of the organizations that has provided "navigator" services in local communities to help persons seeking health care insurance under the Affordable Care Act (ACA). At the local level, MPCA member institutions are already be partnering with local libraries in some communities. In this session, librarians will receive an update on the ACA and healthcare.gov in preparation for the next open enrollment period scheduled to begin in November, and learn more about resources available across Montana to assist patrons in securing affordable healthcare insurance.

OUTCOMES: Participants will:

- recognize partnership opportunities in their local communities, especially rural communities, to improve access to healthcare for Montanans
- assist patrons in finding relevant information related to the ACA

Presented by: Olivia Riutta, Montana Primary Care Association

CE category: library services to the public

Weed THAT?

In a healthy and vibrant library collection, materials selection and deselection are equal partners. While we all love acquiring new items for our collections, why is it so difficult to get rid of the stuff we no longer want or need? In this interactive session you'll learn how to overcome the barriers to weeding, use tools and principles to make weeding decisions in every part of your collection, and communicate effectively about weeding with stakeholders. The session will conclude with hands-on practice using the Continuous Review Evaluation and Weeding (CREW) technique on a real library collection.

OUTCOME: Participants will:

- apply a systematic method to selecting items to discard from the collection

Presented by: Lauren McMullen

CE category: collection management and technical services

Volunteers in the Library

Volunteers can be a useful addition to the library by assisting with various routine tasks, freeing up staff time to improve customer service or expand programs. Come hear about a successful library volunteer program which may present some useful tips for your library and about the resources to support volunteerism

from the State of Montana. We'll consider how your library can benefit from volunteers and learn how to avoid some common problems that come up when utilizing volunteers.

OUTCOMES: Participants will:

- develop or expand a volunteer program at their library to improve services to their community
- utilize best practices to improve the experience of library volunteers and assure the volunteer program's sustainability and success

Presented by: Pam Henley, MT State Library; Gail McMillan, Bozeman Public Library;

Marissa Perry, MT Governor's Office of Community Service

CE Category: Library administration

Book Repair

Bring a well-loved book or two with you to this hands-on workshop with Shelma Seidel from the Havre-Hill County Library. Shelma will guide you through the basics to keep a valued book in circulation for a little while longer. From common page repairs, to shoring up a sagging binding or reinforcing the corners on a favorite children's book, this session will cover just what every librarian needs to know. Repair materials and tools will be provided.

Class size is limited to 25.

OUTCOME: Participants will:

- repair corners, bindings, and/or pages using common techniques to extend the shelf life of a library book

Presented by: Shelma Seidel, Havre-Hill County Public Library

CE category: collection management and technical services

Fall Workshops 2014

PRESENTERS



Colet Bartow is a mother, Montanan, teacher-librarian and cheerleader for information and technology literacy. She lives in Helena, Montana where she works for the Montana Office of Public Instruction (OPI) as the Communication and Resource Coordinator in the Content Standards and Instruction division. She spent 13 years as a teacher-librarian before joining the OPI in 2007. Her first computer was a Radio Shack TRS-80 and first held a job in a library as a third grade student. She is honored to have served as the Superintendent of Public Instruction designee to the Montana State Library Commission since 2008.



Jennifer Birnel is the Montana Memory Project Director at the Montana State Library. She formerly served as the trainer for the Broadband Technologies Opportunities Program (BTOP) Technology Trainer for the Montana State Library. She taught middle school for 12 years, holds a BA in communications and a master's degree in literacy. She is currently serving as a community representative of the Digital Public Library of America. Jennifer enjoys camping and SCUBA diving with her husband, Mike.



Lisa Dennis is an Implementation Specialist for EBSCO. Prior to joining EBSCO, Lisa spent 8 years at Microsoft in product development and marketing. She was also the Director of Marketing for Developer Labs, a Microsoft-certified partner. Lisa enjoys gardening, scuba diving, hiking America's national parks – and reading, of course! When not traveling in western US and Canada, she's at home in San Diego, CA with her husband and two happy dogs.



Joann (Jo) Flick is the Continuing Education Coordinator at the Montana State Library. Jo's previous experience includes developing and marketing instructional media and she once served as an educator/curator of an historic site significant to the War of 1812. Jo holds an MS Ed. from Indiana University in Instructional Systems Technology, a BA in Art from the State University of New York. She lives in beautiful East Glacier Park where she tends her garden and enjoys frequent forays into the wilderness.



Roberta Gebhardt began working in libraries in 1995. She's worked in circulation, Inter Library Loan, Readers' Advisory, and finally found her niche with cataloging. She graduated from the University of North Texas with an MLS in 2006. She currently works as the Technical Services Librarian at the Montana Historical Society.



Pam Henley is a statewide consulting librarian for the Montana State Library. Before joining the State Library team, she worked at Bozeman Public Library for 16 years, managing the Computer Services area, offering classes and assisting patrons and staff with all their technology issues. She is looking forward to visiting more of Montana's public libraries in the future.



Amy Koester is a Children's Librarian with the St. Charles City-County Library District in Missouri and will soon be taking on new responsibilities in Skokie, IL.. She oversees programs and services for preschool and school-age children at her library. Amy documents and shares many of her adventures in programming, including maker and STEAM programs, in several places online: on her own blog, The Show Me Librarian; for the ALSC (Association for Library Service to Children) Blog; and for the Library as Incubator Project. Amy served on the 2014 Newbery Committee.



Amy Marchwick is the Montana Shared Catalog Trainer at the Montana State Library. In addition to teaching classes both online and in person at libraries she also provides member libraries with technical support for the ILS. She previously worked at the Belgrade Community Library for over 13 years. When she's not working, she likes to do crossword puzzles, and play board and computer games.



Gail McMillan has lived in Bozeman since 1981 and has worked at the Library since 1992. She is the Volunteer Coordinator and also works in the Circulation Department, at the Information Desk, and in Computer Services. She has a BA in psychology and taught preschool for 14 years. She and her husband Ed have two adult daughters. Away from the Library, Gail likes to write, walk with her dog, canoe, and cook.



Lauren McMullen is a statewide consulting librarian for the Montana State Library. Before coming to this position she worked as a training and development specialist at the State Library, and before that she was the Director of the Carnegie Public Library in Big Timber, Montana. Lauren earned her MLS degree from the University of North Texas. Lauren is privileged to work with amazing librarians all over Montana and looks forward to seeing many of you at Fall Workshops!



Cindy O'Dell is the Education Dean for Early Childhood, Elementary, and Secondary Education at Salish Kootenai College. Cindy joined the faculty at SKC in January 2002 after serving as an early childhood instructor and adjunct since 1992. Dr. O'Dell has taught a variety of post-secondary courses for the Education Division including human development, assessment, teaching exceptional learners, child guidance, and cultural diversity. She is the primary author of the Montana Early Learning Standards and the chair of the Montana Early Childhood Higher Education Consortium. Cindy has a Bachelor's of Science in Elementary Education from the University of Oregon, a Master's of Science in Child Development from Montana State University, and a Doctoral Degree in Educational Leadership from The University of Montana.



Cara Orban is the Statewide Projects Librarian at the Montana State Library, and feels so fortunate to have the opportunity to work with library staff from all different types of libraries across Montana. One of her professional and personal goals is to visit every public library in the state (she's up to 45 so far). After hours, she enjoys hiking and spending time with her two little boys, ages 3 and 5. On Twitter: @caraorban



Marissa Perry joined the Governor's Office of Community Service over a year ago as the Outreach Coordinator. In addition to overseeing communications and various projects for her office, she works to promote volunteerism statewide. Marissa has a strong commitment to serve others. After graduating from the University of Montana, she spent six months volunteering with Burmese refugees on the Thailand-Burma border in 2012.



Suzanne Reymer is Consulting Statewide Librarian for the Montana State Library (since 1999). She is an avid explorer of e-books, e-readers and trends, actively researching new developments in electronic reading devices. Suzanne has a Masters in Library and Information Science from the University of Washington and considers herself both a technology enthusiast and skeptic. She is an e-reader omnivore, having owned Kindles, Nooks, Sony and Kobo e-readers as well as an iPad and several smart phones.



Olivia Riutta is the Outreach and Enrolment Project Manager at the Montana Primary Care Association (MPCA). She assists Montana's community health centers providing outreach on the Affordable Care Act. Prior to joining MPCA, Olivia was the co-director of Montana Women Vote conducting the planning and implementation of Montana Women Vote's civic engagement field campaigns. This included voter registration efforts, issue education campaigns, and ballot initiatives. Her work also included policy advocacy on issues that impact low-income women and families in Montana including health care, reproductive rights, violence against women, and tax and budget issues. Olivia has a B.A. in Grassroots Development from the University of Michigan.



Shelma Seidel has worked in libraries for over 25 years. Shelma has a degree from Montana State University. She has been a children's librarian, circulation librarian, periodicals librarian, and is currently managing inter library loans and cataloging for the Havre-Hill County Library. Throughout her career, Shelma has been mending materials; extending the lifespan of well-loved books so that the library's budget goes a little further and patrons have access to the resources they want.



Chris Seifert is the Director of Educational Services at MontanaPBS. Capturing stories of Montanans is what we do at MontanaPBS – whether in a documentary, through our Student Reporting Labs, or in resources for teachers. Getting the right story is more than pointing a microphone in someone's direction! Our goal is to share these stories across the state.



Dawne Tortorella is a Senior Training Coordinator with OCLC. Dawne provides training in WorldShare ILL and WorldShare Management Services. As part of her training responsibilities, she develops curriculum, videos, and leads webinars related to WorldShare ILL.



Laura Tretter received her MLS from University of Washington in 2001 after working and volunteering in libraries since 1993. She began her professional work as a Children's Librarian/Assistant Director in a small public library in Washington State. She continued working mainly in small public libraries "doing it all" - cataloging, collection development, reference, circulation, programming, outreach, and administration. She currently works at the State Law Library of Montana as Technical Services Librarian.