



Palliser
Regional Library

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Update

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From Carolyn's Desk

This issue of *Update* is devoted primarily to updating everyone on what is happening with SILS. In addition to the information that follows, check this week's courier envelope for a SILS brochure and a CD of a PowerPoint that Jan presented at Palliser's annual meeting on April 16. You will be receiving regular updates from now on since the SILS contract is signed and Palliser is scheduled to come up live on October 9.

You also will receive a revised Branch Directory and 2009 Permanent Materials Grant information with this week's courier.

If you have any leftover Project Porchlite bulbs, please distribute them to the public as soon as possible – offer seconds, set up a Take One table, take them to a community event, etc.

We may not be having the usual large group branch staff workshop this spring. We are still in the process of assessing how best to address SILS training needs. I will keep you posted.

Carolyn Graham,
Editor

Dates to Remember

- | | |
|---------------------|---|
| April 30
- May 2 | Saskatchewan Libraries
Conference, Saskatoon |
| May 1 | Saskatchewan Writer's
Guild application deadline
for readings taking place
September 2009 through
June 2010 |
| June 21 | National Aboriginal Day |
| July &
August | TD Summer Reading Club
Theme: <i>Agent 009</i>

Teen Reading Club:
Theme: <i>Read All About It</i> |
| October 9 | Palliser Region scheduled
to come up on SILS |
| October 16-26 | Saskatchewan Library
Week |

Saskatchewan Information
& Library Services



SILS: Saskatchewan Information & Library Services

The SILS Consortium has purchased the Millennium integrated library system (ILS) from Innovative Interfaces Inc., including the Encore online public access Catalogue (OPAC) overlay that provides many Google and online bookstore features. Check out the enclosed CD of a PowerPoint presentation Jan gave at the annual meeting for more details on the range of features that will be available to staff and the public this fall.

Saskatoon Public Library is scheduled to Come up live on SILS on August 9. Palliser and Southeast Regions will follow close behind with a scheduled live date of October 9. All 10 systems and Provincial Library are scheduled to be on SILS by July 2010.

Training

The rural branch training team will consist of Carolyn Graham (coordinator), Melissa Silzer-Frank, Carol Munro and September Brooke.

This group has been meeting on WebTrain to assess pre-training needs and resources available to meet those needs. Pre-training needs are those skills needed to equip staff to train successfully on SILS, including competency on Windows and WebTrain for both permanent and casual staff. We will be addressing pre-training needs this spring, so you will be hearing from the training team on these issues soon.

Training will include a combination of small group sessions, individual branch onsite training, WebTrain instruction, and possibly one large group session. Once we are live, we will be providing support by WebTrain and phone.

Headquarters is building a permanent computer lab for small group instruction. Small group training may also be done at the Davidson Branch on non-open days.

All staff will be trained on the public catalogue *before* being trained on the staff circulation module.

Both permanent and Substitute staff will be paid their regular hourly rate for training and travel time, as well as mileage and meals. Staff will be *required* to car pool to training sessions due to budget limitations.

Prior to going live on SILS, only permanent staff and one Substitute per branch will be trained due to budgetary restrictions.

Policies

A provincial SILS Policy Committee is drafting circulation policies to which all SILS libraries will comply. There definitely will be policy changes, and we may need a large group session to go over those policies sometime late August/early September (or sooner if possible). Anne Warriner is Palliser's representative on this committee.

Once we are on SILS, all patrons **MUST** present their library card in order to receive service. There will be **NO EXCEPTIONS**. It would be wise to start educating your public immediately, since rural patrons are in the habit of not carrying their cards (which leads to lots of errors on Dynix). Headquarters will be sending out posters within the near future. Also, library cards will not be transferable, not even among family members.

Staff Computers

It is anticipated that Mel will be installing the new staff computers purchased with the SILS grant over the summer.

Vacation Freeze

Until such time as we have a better idea of the timelines, no vacation time for rural branch staff will be approved for September, October or November. We need to have permanent staff available for training and going live, as well as for troubleshooting and problem-solving the first while we are on the new system – not to mention teaching our public about the new circulation policies, and how to use the OPAC. As we get closer to fall, there may be some more flexibility. The only exception would be time off for branch staff who annually take vacation time to help with harvest. We will make every effort to schedule training around the farm family livelihood.

Of course, we also will make every effort to accommodate staff who miss training sessions due to illness. However, given the very tight timelines, especially in the month before we go live when we will be doing intensive training onsite in the branches, there is some chance that a branch may be closed for the first while we are live on SILS if the branch librarian misses training sessions for whatever good reason. We may not have the time to reschedule training until after everyone else is up and running.

Needless to say, the training staff will not be taking any vacation during this time either.

Database Cleanup

Headquarters will begin migrating the Dynix database to SILS in early July. All database cleanup must be done by the end of May in order for Headquarters to be ready.

If any branch has not completed checking their patron registration list for errors and omissions, please let Carolyn know immediately.

You will be receiving more Trace Lists within the next week. Please make it a

priority to check these lists to your shelves and have all lists returned before the end of May.

Continue to do as much weeding of paperbacks, periodicals and permanent materials (including videos and cassette tapes) as possible.

Pull any outstanding grandfathered blocks immediately and send them to Headquarters.

The Four SILS Governing Principles:

- A common bibliographic database.
- A common patron database – *One Province, One Card*
- A common User/Patron experience.
- Resource sharing among the library systems.

Overdrive

In the interest of developing a strong collection, the library systems that are participating in Overdrive have decided to purchase only audio-books in 2009. E-books, and possibly other formats, will be introduced later.

Regina Public Library is running an Overdrive pilot project, with plans for other library systems to come up either this summer or fall. It is entirely possible that Palliser will go live on Overdrive and SILS simultaneously.

Training on Overdrive will be provided along with SILS training. The timing of the training will depend on exactly when Palliser goes live on Overdrive.

Bethune Branch 2008 Branch of the Year

Congratulations to Bethune Branch Librarian Robbie Curtis, Board Chair Laurrie Nelson and the Bethune Library Board on winning the 2008 Branch of the Year Award. Well done!

Bethune received the award for several reasons:

- Impressive circulation increase - 19.25% in 2008 and 19.75% in 2007, cumulating to over 50% in two years
- Significant improvement to the library facility – the library doubled its floor space by expanding into an adjoining room in the Community Hall where the branch is located.
- Innovative fundraising.
- Expansion of programs and services for children, including one-on-one training in the library on how to use online databases for school projects.
- Major participation in Aboriginal Storytelling Month, involving the entire school as well as the community.

Coronach Branch, who won Branch of the Year in 2006 and 2007, received an Honourable Mention in recognition of sustained high quality service and maintaining a locally-funded Assistant Branch Librarian/Programmer staff position, as well as renovating and moving to a much larger facility with the capability of providing even better service to the community.

TD Summer Reading Club

Be sure to check out the Summer Reading Club website to start planning

for your Agent 009 program this summer:

<http://www.td-club-td.ca/index-e.html>

Posters, invitations, activity books and stickers should be available by mid-May.

Just a reminder that Headquarters will not be organizing a children's performer tour this year because that budget has been re-directed to SILS staff training. Hopefully, we'll have a tour again in 2010. I have the performer applications if any branches would like to pay for a performer out of local funds.

Staff News

Giselle Wilson was hired as Assistant Branch Librarian/Programmer at the Coronach Branch in early March, replacing Deena McCarter who left to accept a full-time position elsewhere.

Janice Scrimbitt has been appointed Branch Librarian at the Loreburn Branch effective mid-April through the end of December while Linda Lintick is on leave for health reasons. Janice previously worked as Substitute at the Elbow Branch.

Willow Bunch Branch Librarian **Cindy Philippon** and Board Chair Jeanette Mondor are coordinating the library's move to a much newer and larger facility the week of April 20. The library will re-open in its new location on April 28.

Danielle Dennis, who is on maternity leave from the Holdfast & District Public Library this year, had a baby boy in early February.

Congratulations to **September (Nadeau) Brooke** and Josh Brooke who were married in March. We're happy that September will *not* be leaving the Davidson Branch.

