



Palliser
Regional Library

Palliser Regional Library
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Moose Jaw, SK S6H 5C9
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www.palliserlibrary.ca

Update

Vol. 31 No. 2

June 2009

From Carolyn's Desk

I think everyone knows that I have resigned as Rural Branch Supervisor effective the end of August. This has been a difficult decision, but for health reasons I think it is best for me to ease into "semi-retirement" and look at part-time work. Hopefully three months will be adequate time for Jan to recruit a replacement.

The library has been a big part of my life for many years. I especially will miss branch visits to the rural communities where I have been welcomed and shown such hospitality over the years.

However, between now and the end of summer there is lots to be done. So for the time being, it's business as usual.

Carolyn Graham, Editor

Dates to Remember

June 21 National Aboriginal Day

June 29 Changeover to summer courier schedule

July & August TD Summer Reading Club
Theme: *Agent 009*

Teen Reading Club:
Theme: *Read All About It*

Branch staff training
(Windows/computer literacy & *library2go*)

August 18 Return to regular four-day courier schedule

September 28 - October 4 Senior's Week in Saskatchewan

October Canadian Library Month

October 6 Branch Staff Workshop, Moose Jaw Public Library

October 19-20 Libraries & Government Forum, Regina

October 16-26 Saskatchewan Library Week
Theme: *Connecting Communities*

October 26 International School Library Day

November SILS training: OPAC and Circulation

November 14-21 TD Canadian Children's Book Week

December 14 **Palliser Region & Southeast Region scheduled to go live on SILS**

Directory Update

Please make the following changes to your April 2009 (pink) Branch Directory:

Avonlea Branch

Hours:
Mon 4:30 – 7:30
Tues Closed
Wed 1:00 – 5:00
 Thur 12:00 – 5:00
 Fri 1:00 – 5:00

Substitutes:

Add:
 Gina Sudom 868-2082
Delete:
 Lori Hubbard
 Don Robertson

Coronach Branch (effective June 29, 2009)

Hours:
 Tues 9:00 – 12:00, 12:30 – 5:30
Wed 9:30 – 1:30
Thur 9:00 – 12:00, 12:30 – 9:00
 Sat 9:30 – 12:30, 1:30 – 5:00

Loreburn Branch

Hours:
Tues 11:00 – 2:00, 2:30 – 5:30
Wed Closed
Thur 11:00 – 2:00, 2:30 – 5:30

Rouleau Branch

Board Chair:
 Julie Huckabay 776-2274

Summer Courier Schedule June 30 – August 14

As in prior years, Headquarters will be going to a three-day (as opposed to a four-day) courier schedule effective June 30 – August 14 while the schools are closed. This means that some branches will have a different courier day and/or time during this time. Contact Wendy at Headquarters if you have any questions about the schedule.

Please review the following schedule, and be sure to have your courier boxes and blocks ready for pickup on the correct day.

Tuesday

Willow Bunch
 Coronach
 Rockglen
 Assiniboia
 Mossbank
 Wood Mountain – every courier week only

Please note: for June 30 ONLY, the Tuesday courier delivery will be done in reverse order starting with Mossbank.

Wednesday

Briercrest
 Avonlea
 Rouleau
 Bethune
 Imperial
 Holdfast

Thursday

Craik
 Davidson
 Loreburn
 Elbow
 Tugaske
 Riverhurst
 Mortlach

Please note: for the week of June 30 ONLY, because July 1 is a statutory holiday:

- the Wednesday courier (above) will take place on Thursday, July 2.
- the Thursday courier (above) will take place on Friday, July 3.

TD Summer Reading Club

This year's Summer Reading Club theme is **Agent 009** and revolves around detectives and spies. The theme lends itself to all sorts of wonderful programs and activities, and every branch has lots of fiction and non-fiction related to the theme.

The Summer Reading Club is intended for children ages preschool through 12 years.

The Summer Reading Club website (<http://www.td-club-td.ca>) is a gold mine of ideas and information to help you organize, promote and deliver your branch program, including:

- Information for librarians, parents and teachers
- Kids site
- Branch Staff Manual – guide to running a summer reading club, sample letters, program ideas for various age groups, activities, and more
- Forms, bingo cards, book report forms, and certificates
- Booklists

Headquarters already has printed and sent out Branch Staff Manuals to those branches who requested one.

Branches will be required to complete a statistics and evaluation form at the end of the summer. Be sure to use one of the designated registration form (attached, also see Forms section on website) to be sure you are collecting the statistical information you will need. Also, find some way of keeping track of the number of books the children read.

Your reading club may include both scheduled and drop-in activities.

There will be contests and puzzles in the weekly newspapers again this year. Children may return completed forms to

either their branch library or their local newspaper office.

The Summer Reading Club materials *finally* arrived at Headquarters the afternoon of June 9. Your supplies will arrive with courier on June 10, 11, 12 & 16. Let Headquarters know if you need more of anything. You will receive:

- Invitations (bookmark style) to distribute from in the library and through the school
- Posters (for promotion, and one for each child who registers for the reading club)
- Sticker sheets
- Large Braille stickers
- Activity/log books



Teen Reading Club

The theme for the 2009 Teen Reading Club is **Read All About It!** This is an online program intended for teens (13+ years of age) that is run by the British Columbia Library Association.

Thanks to a student employment grant, Palliser branches will be participating in the Teen Summer Reading Club again this summer.

Kerri Geiger has been hired by Headquarters for 10 weeks to

coordinate the program in rural branches, working in collaboration with Arwen Rudolph at Moose Jaw Public Library. Kerri has completed her third year of Education at the University of Regina, and she previously has worked as a children's recreation director.

Kerri started work June 8 and her first priority is to contact schools in the area to make arrangements to visit and promote the program before the end of June. She will be contacting branch librarians to invite them to accompany her to local schools and/or to visit branch libraries. Kerri can be contacted at geiger2k@gmail.com or 693-3669 (Headquarters). Kerri will be keeping branch staff updated on what is happening with the program.

Check out the website at <http://teensrc.ca/> Teens can go online to register for an account, post book reviews (and win prizes), discuss reading, share their own writing, and participate in online chats.

Branches will be receiving a poster and bookmarks to promote the Teen SRC. Kerri will be obtaining sponsors to donate prizes for program participants. More information to follow. Welcome Kerri!

SILS Update

The Palliser and Southeast Regions SILS go-live date has been pushed back from October to the week of December 14. This means that we will be doing staff intensive training on SILS in November, with some training occurring in October and December. No staff vacations will be approved during these three months..

Branch circulation computers are scheduled to arrive at Headquarters in

October. They will be installed in branches as soon as possible thereafter.

Headquarters will be training all permanent branch staff and one Substitute per branch this fall. Other Substitute staff will be trained in the new year. Each branch must identify which Substitute will train this fall.

Some permanent and Substitute staff will be required to take Windows and other computer pre-training to bring their skills up to standard to ensure that they can train successfully on SILS. This training also will be made available to all interested staff, and most likely will take place during July and August in the "almost completed" Headquarters computer lab.

There will be a workshop in Moose Jaw on Tuesday, October 6 to discuss circulation policies, potential service disruptions during the transition phase, and database migration issues affecting circulation. **This workshop is mandatory for all staff training on SILS in November.**

Permanent staff must attend ALL mandatory SILS training sessions as scheduled in order to be eligible to work once we go live. Staff who miss sessions for whatever good reason may be laid off temporarily and branches could even be closed until Headquarters can do catch-up training. This situation will be complicated by the likelihood of bad weather in November. *Those staff who have other jobs should discuss with their employers the necessity of having time off in order to attend SILS training.* It is anticipated that the SILS training in November will be two days.

The SILS trainer team is testing the feasibility of using WebTrain for some training. Several branch librarians have

already participated in tutorial sessions with September Brooke.

An overview of the rural branch staff training schedule for the next few months:

- July & August – computer literacy/Windows training
- August & September - *library2go* training (Overdrive, downloadable audiobooks)
- October 6 – one-day large group workshop in Moose Jaw
- November – training on the OPAC (online public access catalogue) and the SILS circulation module; small groups and/or on-site branches
- Week of December 14 – “go live”
- January & onward – follow-up training (possibly utilizing WebTrain); additional group and/or onsite training as required; training “second wave” of Substitutes

Getting ready for SILS:

- Complete regional Trace Lists shelf check by June 30.
- Complete Patron Registration list by June 30.
- Continue weeding paperbacks and periodicals.
- Continue weeding permanent collections (including videos and cassettes); request lists from Headquarters to speed up the process.
- Pull any grandfathered blocks recalled by Headquarters immediately.
- Spend your permanent materials budgets by no later than the end of October. There will be backlogs during the SILS implementation phase, and Headquarters may even stop accepting new materials at some point, so send your materials in early if you want them processed and on your shelves in 2009.

- When emailing Glenda re: periodicals to add to Dynix, please send the volume and number of the issue as well as the date. Glenda will be requesting this information for all titles on the next periodicals list in August. This information will be needed to set up periodicals on SILS.

library2go

Saskatchewan's downloadable audiobooks site (powered by Overdrive) has been named *library2go*. Regina Public Library will be going live on *library2go* as a pilot project sometime in June, and it is anticipated that Palliser will go live later this summer or early fall. Initially, patrons will access *library2go* via a link from the Palliser webpage, similar to online databases. However, once we are on SILS, the downloadable audiobooks will be integrated into the OPAC.

**Grand Opening
of the new
Willow Bunch Branch Library
Friday, June 12
11:30 a.m.**

Willow Bunch Library Parking Lot

**11:30 - 12:30 BBQ
12:30 - 1:15 Speeches & Ribbon-cutting
1:15 - 2:00 Cake & coffee; Tours of
Library**

Link to Registration form on TD Summer Reading Program website:

<http://www.td-club-td.ca/009003-1010-e.html>

Staff Manual → Forms → pp. 9 &10