



Palliser
Regional Library

Update

Vol. 30 No. 1

September 2008

From Carolyn's Desk

I am very happy to be back to work full-time once again. I have visited all but several branches since the beginning of July, and I will be contacting those remaining within the near future to set up a visit date. Thanks to everyone who filled in for me over the past couple of years.

Mel will not be back to work until January. Tiffany will be staying at Headquarters until the end of the year, although with some reduction in work hours. Tiffany will be responsible for technical support until Mel's return, so continue to contact her with your computer questions and problems. Tiffany also will be handling donations at Headquarters, coordinating regional programs, exploring grant options for sustainable funding to support existing programs and to develop new programs and services (e.g., teen services, playaway collection, book club in a bag program), among other things.

Palliser Region celebrated its 35th birthday in July. It is hard to believe that I was at Headquarters the day the region opened its doors! I'm enclosing a list of branch establishment dates for anyone who might want to organize a local celebration.

Hope to see you all at the workshop on October 8.

Carolyn Graham, Editor

Dates to Remember

- | | |
|-----------------------------|--|
| September 29
- October 5 | Seniors' Week in
Saskatchewan |
| September 30 | Fall Branch Staff
Workshop registrations
due at Headquarters |
| October | Canadian Library Month |
| October 8 | Branch Staff Workshop,
Moose Jaw |
| October 13 | Thanksgiving. All
branches closed. |
| October 20-27 | Saskatchewan Library
Week |
| October 26
- November 1 | Education Week |
| October 27 | National School Library
Day |
| November 6 | Palliser Regional Library
Annual Meeting, Moose
Jaw |
| November 11 | Remembrance Day. All
branches closed. |
| Nov 15 - 22 | TD Canadian Children's
Book Week |

December 8	Final Permanent Materials Grant Claims due at Headquarters
December 18	Last courier delivery before Christmas
Dec 24 - 26	All branches closed for Christmas
December 24 - January 1	Headquarters closed
December 31	New Year's Eve. All branches closed except for Assiniboia & Moose Jaw who are open one-half day
2009	
January 1	New Year's Day. All branches closed.
January 2	Headquarters re-opens
January 5	Courier resumes regular schedule
January 27	Family Literacy Day
February	Aboriginal Storytelling Month Heart Month
March	Nutrition Month
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

Branch Directory Update

Please make the following revisions to your May 2008 Branch Directory (yellow):

Bethune Branch

Hours:

Tues 1:00 – 5:00, 6:00 – 8:00

Wed 10:30 – 4:30

Fri 10:00 – 3:00

Riverhurst Branch

Hours:

Tues 2:00 – 8:00

Thur 9:30 – 3:00

Substitutes:

Tanya Miner 796-4403

Adele Foster 353-4460

Board Chair:

Winnie Hockman 353-2015

(surname misspelled on directory)

Branch Staff Workshop

The Fall Workshop for Branch Staff will be held on Wednesday, October 8 at Moose Jaw Public Library. You received a workshop information package (including registration form) with courier and also by email.

Registrations must be received at Headquarters by no later than Tuesday, September 30. You may register by courier, fax or email.

Seniors' Week

September 29 – October 5 is Seniors' Week in Saskatchewan. Considering that one in seven people in Saskatchewan is 65 years or older, you might want to offer some programming during that week, such as:

- an open house honouring seniors
- displays of books and other materials of interest to seniors (include large print)
- campaign to register seniors as library patrons
- invite seniors to read to children in the library one afternoon or evening
- discuss setting up a shut-in service delivering books to seniors who are housebound all or part of the year
- invite local seniors to speak at a program or display photos and other items in the library.

For more information, plus a downloadable brochure and planning guide check out the website at www.health.gov.sk.ca/seniors-week

Teen Summer Reading Club

Palliser Regional Library offered a first-ever Teen Reading club for teens ages 13 to 18 this year. We were very fortunate to be able to access the British Columbia Library Association website at www.teensrc.ca. At this website teens were able to write book reviews based on books they had read and read book reviews posted by others. They were able to join in chat with popular young adult authors and teens from across Canada.

We had 115 teens sign up this summer, and hopefully we can at least double that number next year. Tiffany will be discussing the online survey results at the Fall Workshop.

Why is a Teen Reading Club important? Studies have shown that reading tends to take a back burner as young people get busier with their social lives. Increasingly

we also have seen a trend of high school graduates being unable to perform up to acceptable standards in their jobs due to literacy skills. Palliser Regional Library is hoping to change this trend through active promotion of this program. (See Literacy Facts on page 8).

In addition to the website activities, Palliser sponsored an in-house reading bingo event. The following lucky teens were the Grand Prize winners:

Moose Jaw:

- 1st Prize (Nintendo Wii): Lucas Thom
- 2nd Prize (Digital Camera): Victoria Artiga
- 3rd Prize (MP3 Player): Jessica Fellwock

Rural Branches

- 1st Prize (Nintendo Wii): Garret Pifko of Coronach
- 2nd Prize (Digital Camera): Sandra Crum of Tugaske
- 3rd Prize (MP3 Player): Kyla Saver of Assiniboia

Saskatchewan Library Week

Saskatchewan Library Week will be celebrated October 20 – 27 and this year's theme is "*Library Power*". This versatile theme focuses on the power of reading, literacy, learning, knowledge, information, storytelling, and library services.

All branches are encouraged to take this opportunity to highlight the power of libraries to reach individuals and enhance the quality of community life during Saskatchewan Library Week. Possible activities include an open house with displays, speakers, class visits, tutorials on e-library services, invite community leaders to visit the library and learn more about services, and so on. You also might

want to celebrate your library's 35 years of service to the community during Library Week. Let Headquarters know what you are planning for Library Week.

Be sure to encourage patrons to enter the "My Favourite Book Contest" offered in partnership with CBC Radio. All branches received posters. Winning entries will be read on CBC Radio's The Afternoon Edition and prizes will be awarded to winning entries.

Cowboy Poetry Anyone?

Well-know Saskatchewan writer Ken Mitchell, who is currently Writer-in-Residence in Moose Jaw, will be doing two cowboy poetry "performances" in rural branches in October, sponsored by Palliser Regional Library with funding assistance from Canada Council:

- **Wednesday, October 15**, at 7:30 at the Hall in Eyebrow (co-sponsored by the Tugaske Library Board)
- **Friday, October 17** at 8:00 p.m. at Cousin's Hotel & Bar in Rockglen. In conjunction with Ken's reading, the Rockglen Library Board will hold a steak supper fundraiser (5:00 – 9:00) and silent auction, plus cowboy poetry readings by local writers at 7:00.

Posters will be sent out to libraries in the surrounding areas as well as to the host libraries.

Project Porchlight

Project Porchlight is a program designed to promote the benefits of switching from energy-gobbling incandescent light bulbs

to energy-efficient compact fluorescent light (CFL) bulbs.

Through Project Porchlight SaskPower will be distributing CFL bulbs free-of-charge to 200,000 households in Saskatchewan this fall. While the project will cost SaskPower \$1.4 million, hopefully customers will be encouraged to become more energy efficient and help reduce the electricity demand. Information on the handling and disposing of CFL bulbs will be provided with the bulbs.

Project Porchlight is operated by One Change, a non-profit organization based in Ottawa that promotes environmental sustainability. The CFL bulb giveaway program has already been done in Alberta, Ontario and the Yukon.

Now for the REALLY exciting news!

Palliser branch libraries are going to serve as community distribution points for Project Porchlight. You should be receiving the CFL bulbs for your area, along with instructions for distribution, sometime within the next month.

This will be a wonderful opportunity for you to promote the library to folks who may never have been in your library before. Participation in this project also positions your library as a community centre.

For further information visit www.projectporchlight.com or www.saskpower.com

TD Canadian Children's Book Week

In honour of the 100th anniversary of L.M. Montgomery's *Anne of Green Gables*, first published in 1908, the Canadian Children's Book Centre will be celebrating "Classic Canadian Reading" during TD

Canadian Children's Book Week
November 15 – 22.

For more information, to order a Book Week Kit, or to apply for an author, illustrator or storyteller to visit your library, go to <http://www.bookweek.ca>
You also may contact the Saskatchewan Coordinator Manisha Khetarpal (Swift Current Library) at sc.librarian@sasktel.net

Family Literacy Day

Created by ABC CANADA, Family Literacy Day is a national initiative that promotes the importance of reading and learning together as a family. Every year on January 27, Canadian families celebrate this special day at literacy-themed events coordinated by literacy organizations, schools and libraries. Events range from read-a-thons, celebrity story readings and literacy scavenger hunts, to book drives, reading circles and family literacy presentations offered by literacy professionals. Family Literacy Day includes a national marketing campaign, with advertising in magazines and newspapers, on TV, radio and the Internet, as well as public relations initiatives, and corporate support from companies like Honda Canada, the founding sponsor of Family Literacy Day.

Starting September 12, 2008 families across Canada may apply to have Robert Munch attend their Family Literacy Day Party.

For more information go to http://www.abc-canada.org/en/family_literacy/family_literacy_day

AND

http://legacy.abc-canada.org/literacy_facts/

Charitable Donations Online

Headquarters is in the process of setting up the capability for online donations to the Palliser Region or to individual branch libraries through Canada Helps at www.canadahelps.org

The donor will be able to indicate which branch should receive their donation. The donor will receive a charitable receipt for income tax purposes by email immediately, with a copy to Headquarters. Monies will be deposited direct to Headquarters' bank account. Wanda will issue a cheque to the branch receiving the donation, minus the 3% of the donation amount charged by Canada Helps to process the donation.

This system will be operational by the end of September at the latest. Headquarters will email branches once the system is up and running. We will be setting up a link to Canada Helps from the Palliser website. We also will be promoting Palliser Regional Library as a charity on bookmarks in November, along with information about the online donation option.

Storysacks

Most branches received books from Headquarters to use in creating storysacks last winter. Several branch librarians have mentioned that local volunteers will be getting together after harvest for a storysacks work bee. Please remember to send your completed storysacks to Headquarters for cataloguing and processing upon completion. We will return them to your branch as soon as possible, but this way all storysacks will be available for inter-branch loaning within the Palliser Region only. Hopefully the

storysacks will make storytime preparation much simpler.

To see a list of catalogued story sacks on Dynix, just do a General Keyword search for **Story sack**. Storysacks can be placed on transit hold just like books or other materials.

Permanent Materials Grant Claims

Just a reminder that all Permanent Materials Grant Claims must be received at Headquarters by no later than December 8, accompanied by supporting invoices or receipts as explained in the grant information letter sent to your branch in February 2008.

- Grant claims received after December 8 will not be reimbursed. No exceptions.
- Grant claims not supported by proper invoices or receipts will be disallowed.
- GST paid will not be reimbursed because local boards submit their own GST rebate claims.
- Only print materials qualify for reimbursement.

Please contact Carolyn or Wanda if you have any questions. Reimbursement cheques will be prepared before Christmas, although you may not receive your cheque until courier resumes the first week of January.

Christmas Closures

The following days over the Christmas season are holidays and all Palliser locations will be closed:

Wednesday, December 24 (Christmas Eve)

Thursday, December 25 (Christmas Day)

Friday, December 26 (Boxing Day)

Thursday, January 1 (New Year's Day)

All locations except Moose Jaw Public Library and Assiniboia & District Public Library also will be closed on Wednesday, December 31. These two libraries will each be open one-half day.

Branches who receive approval from Headquarters prior to November 1 also may be closed some or all of the days between Christmas and New Years. However, branches may not close any days before Christmas or after New Year's.

The following steps must be taken in order to receive approval for closing additional days:

- Local Board approves closure in a motion at a meeting.
- The librarian submits to Headquarters a copy of the motion, along with the exact dates and times the branch will be open prior to Christmas in lieu of the closure day(s).

The branch must advertise the hours change to the public well in advance.

The branch librarian will bank time when she works the additional hours before Christmas, and then use that bank time when the branch is closed between Christmas and New Year's. Note: Employees require prior approval to bank time, and Substitutes may NOT bank time under any conditions. Your planned Christmas closure may be cancelled if Substitutes work hours approved as bank time for the Branch Librarian. Contact Carolyn if you have questions about bank time.

Rural Branch Establishment Dates

Assiniboia	August 21 1973
Avonlea	November 27, 1973
Bethune	January 17, 1975
Briercrest	September 17, 1974
Bushell Park**	December 11, 1973
Caronport**	January 28, 1975
Coronach	December 18, 1973
Craik	October 27, 1973
Davidson	August 28, 1973
Elbow	November 13, 1973
Holdfast	November 6, 1973
Imperial	September 25, 1973
Loreburn	December 9, 1975
Mortlach	October 2, 1973
Mossbank	October 9, 1973
Riverhurst	September 18, 1973
Rockglen	September 6, 1973
Rouleau	February 13, 1974
Tugaske	October 23, 1973
Willow Bunch	November 20, 1973
Wood Mountain	January 19, 1976

**Branch now closed

Procedures & Reminders

Just a few reminders that will help things run more smoothly on a day-to-day basis.

- **When Dynix drops or freezes**, please phone (not email) Headquarters immediately so we can clear the port. To do this, we need the port number (on the upper right-hand of Dynix screen) you were in before you were booted out. If you are having a lot of drops, you should write down the port number each time you log in.
- **Rural branch staff DO NOT have the authority to waive any fees other than fines.** You MUST have approval from Headquarters

(Carolyn or Tiffany) in order to waive any other fees. If approved, you must state the reason for waiving, the name of the HQ staff person who approved the waiving, and your initials.

- **Please DO NOT create any new fast adds on Dynix** other than to circulate out of region interlibrary loans using the green card method. Branch staff who have been doing fast adds on any sort of regular basis (against Headquarters procedural direction) are expected to do some detective work over the next several months, tracking down and deleting fast adds that may not have come off the system automatically at checkin. This is part of database cleanup in preparation for SILS .Palliser will pay for the cost of migrating our database to the new system on a *per record basis* – including those fast adds that did not come off the system at checkin.

- **There are a lot of problems in rural branch patron registration records.** I have been spending time with some librarians correcting newer records. However, it appears that staff are not carefully examining all fields of the registration for errors or omissions at renewal, with the result that there are too many older registrations with errors. There will be problems transferring sub-standard patron registrations to the new database.

EFFECTIVE IMMEDIATELY, be sure that you take the time to **check each field of the patron record at renewal** and make corrections as needed.

The most common errors in patron records are: #7, line 2 (municipality of residence), #20 (children's records are not linked to the parent/guardian's card), #21 (no PIN). Remember also that you should add your initials *each time* you create revise or renew a patron registration (line 19).

LITERACY FACTS

Did you know?

- 4 out of 10 adult Canadians ages 16 to 65 struggle with low literacy. That's 9 million Canadians. *That's about 400,000 residents Saskatchewan!*
- Of those 9 million adult Canadians with low literacy, 15% have serious problems dealing with ANY printed materials. An additional 27% can only deal with simple reading tasks.
- The 9 million Canadian adults who have low literacy are about twice as likely to be unemployed.
- There is a correlation between literacy and wage levels. Every additional year in of education a person receives is worth 8.3% more on their paycheque.
- Less than 10% of Canadians who could benefit from literacy upgrading programs actually enroll.
- Low literacy impacts personal growth and economic well-being.

Source: http://legacy.abc-canada.org/literacy_facts/

USE OR LOSE IT

A Statistics Canada report, *Literacy Skills for the Knowledge Society* (1997), also underscores these themes:

- Literacy skills are like muscles - they are maintained and strengthened through regular use.
- The higher an individual's literacy level, the more likely he/she will be employed and have a higher income.
- Canadians use their literacy skills more in the workplace than at home.
- 'Good' jobs are those that provide opportunities to maintain and enhance literacy skills.

LITERACY & READING

"The library, I believe, is the last of our public institutions to which you can go without credentials. You don't even need the sticker on your windshield that you need to get into the public beach. All you need is the willingness to read." (Harry Golden)

"No matter how busy you may think you are, you must find time for reading, or surrender yourself to self-chosen ignorance." (Confucius)

"Two trucks loaded with a thousand copies of *Roget's Thesaurus* collided as they left a New York publishing house last week, according to the Associated Press. Witnesses were stunned, startled, aghast, taken aback, stupefied, appalled, surprised, shocked and rattled." (Alan Schlein)