NEWS&Notes

PEACE LIBRARY SYSTEM'S OUARTERLY NEWSLETTER

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SPRING 2018

#NOWALLS!

We're excited about our regional marketing campaign this winter! For more, check out Linda's article on page 2.





>> From the Director



It's hard to believe that the first two months of 2018 are almost gone! Here at PLS we have been busy with performance appraisals, the 2017 audit and our Annual Report to PLSB. Not only that, our facility upgrade has begun. Several of us are working out of the board room as Phase 1 is completed. By the end of Phase 4 (the end of June), our entire building will have been upgraded. We greatly appreciate the funding from Alberta Municipal Affairs that has made

this upgrade possible. Our building will be brought up to current standards and able to support regional library services for many years to come.

We continue to implement strategies from our 2016-2018 Plan of Service to provide support in key areas that libraries identified as important:

- Training and support for digital and online services: I'm
 pleased to let you know that the Digital Learning and
 Outreach Librarian position is now permanent. Samm
 Mercer will continue to provide you with training and
 support relating to digital resources.
- Marketing library services: A new regional campaign has been launched to let people know about 24/7 services available through the library. Libraries have a toolkit available on the PLS website to do their own marketing and promotions. Training is also available on Library Aware to help libraries develop attractive print materials to highlight specific services. Please take advantage of these great tools to help you reach out to your community!
- Trustee development: A new Advocacy course is being launched early in 2018. As well, PLS will continue to meet with library boards upon request to provide a one-hour mini-orientation.

This year we will be consulting with our members in order to develop our 2019-2021 Plan of Service. It's going to be a busy year, but a very productive one as we plan for the future.

2017-2018 Indigenous Populations Grant

The regional focus for this grant has been on building collections and undertaking library-specific initiatives to reach out to and attract Indigenous patrons. Using an extensive bibliography of books, CDs and DVDs developed by PLS, libraries spent about \$59,000 on materials for their collections. Seventeen libraries applied for a combined total of \$61,000 to fund special projects or

programs. Final reports have been received and have been incorporated into a special edition of the News 'N Notes newsletter. I hope you had a chance to look at the photos and articles. Thank you to everyone who submitted them.

PLS created early literacy (storytime) kits, coordinated author readings by Aaron Paquette, offered a strong Indigenous stream at the Rural Libraries Conference, and purchased additional digital resources. Other potential projects prior to the end of March include book club kits, an outreach kit, and an oral history kit. On March 1, we will be meeting with the Public Library Services Branch's Indigenous Public Library Outreach Manager, Colette Poitras, to develop a plan to reach out to Indigenous communities and attract them to local public libraries. This will help us plan activities for the next grant. We'll send out more information after we have met with Colette.

"#NOWALLS" Marketing Campaign

Emma Stewart and I worked with nine10 Inc. in Grande Prairie to design a regional marketing campaign for January/February. We want to continue to raise awareness of public libraries and their services across the entire region, especially digital services available 24/7. Some excellent graphics have been developed for use on social media and print materials, and libraries can access these (along with instructions) from the PLS website. Bookmarks were printed in bulk and sent out to member libraries. A series of radio ads were aired and Facebook ads were posted in January and February. We are hopeful that some people will be intrigued enough to visit their local library. Following the campaign, we will be surveying libraries on the usefulness of the fall and winter campaigns, and what else is needed to promote libraries regionwide.

Advocacy Course

Katherine Wiebe and I have been working with Northern Lakes College, Marigold Library System, and Northern Lights Library System to develop an online advocacy course to help library boards and staff gain community and government support for specific needs. The course is practical and will help libraries develop key messages and create an actual presentation. A pilot will be offered in the next few months and then the course will be opened up for all board members and staff who would like to participate.

Don't miss this opportunity to increase your advocacy skills!

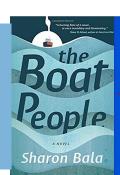
Linda Duplessis Director

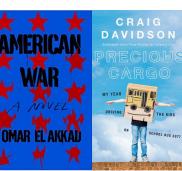
What's trending in books

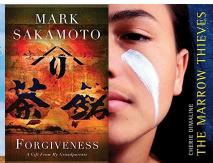
CBC CANADA READS FINALISTS 2018

This year's Canadian Battle of the Books is taking place between these 5 novels:

The Boat People by Sharon Bala American War by Omar El Akkad Precious Cargo by Craig Davidson Forgiveness by Mark Sakamoto The Marrow Thieves by Cherie Dimaline







EDGAR AWARD FINALISTS 2018



The Edgar Awards celebrate the best works of mystery and suspense fiction.

This year's nominees for best novel are:

The Dime by Kathleen Kent
Prussian Blue by Philip Kerr
Bluebird, Bluebird by Attica Locke
A Rising Man by Abir Mukherjee
The Twelve Lives of Samuel Hawley
by Hannah Tinti

BRAM STOKER AWARD FINALISTS 2018

The Horror Writers Association announced their nominees for this year's best horror or dark fantasy novel:

Ararat by Christopher Golden
Sleeping Beauties by Stephen King
and Owen King
Black Mad Wheel by Josh Malerman
I Wish I Was Like You by S.P. Miskowski
Ubo by Steve Rasnic Tem



>> Consulting Corner



News & Notes

News & Notes is your quarterly professional guide to news, services and connection with the staff at PLS.

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25 days 'til spring!

We're looking forward to many other things, too!

Advocacy Course

On March 12, our newly minted online course, "The Power of Advocacy: Advocacy for Libraries" starts. We are delighted that there has been so much interest from library managers and library trustees in helping us pilot the new course. Once we have the participants' feedback and have ironed out the wrinkles, the course will be offered again and opened up to larger groups. So please keep it in mind!

"The Power of Advocacy" provides a step-by-step collaborative environment and is tailor-made for rural library boards, culminating in the tangible outcome of a completed advocacy project ready to roll out to your own stakeholders. It has been specifically designed to help library trustees and library managers who are inexperienced in and/or intimidated by doing advocacy gain the skills in a safe and supportive environment. The course is delivered online through Northern Lakes College and has been created in collaboration with Marigold, Peace, and Northern Lights Library Systems.

PLSB Visit

We're looking forward to a visit at PLS HQ from Colette Poitras, on March 1. Colette is the Manager of Indigenous Public Library Outreach with the Public Library Services Branch, and we're eager to collaborate on library outreach ideas to on-reserve and on-settlement communities in 2018.

LibPAS

Public libraries' online LibPAS Annual Reports to the Public Library Services Branch (PLSB) are due by Wednesday, February 28. After which, Library Boards begin working on their application for the 2018 Operating Grant.

Application forms are available on the PLSB site at http://www.municipalaffairs.alberta.ca/ plsb-funding-and-grants. The deadline to submit your operating grant application is Friday, June 15, but sooner is better!

Please keep in mind that if your board has a new Plan of Service due in 2018, you need to get that into the PLSB before your 2018 operating grant will be released. The Branch has Plan of Service aids available at http://www.municipalaffairs.alberta.ca/

Summer Reading Club

Summer Reading Club planning has been underway since early January! The 2018 national TD Summer Reading Club will focus on helping kids find and explore their passions, and encourage them to share their delight with others along the way. Twenty-four of our libraries will participate this year, and another 10 libraries will run independent summer reading programs.

The prize orders have been submitted to the provincial coordinator (Yellowhead Regional Library system this year) and the TD-SRC website is updating with fun artwork and resources. Have a look at http://www.tdsummerreadingclub.ca/. (The Staff link is in the top right corner.)

Training Calendar

Have a look at our March training webinars at http://www.peacelibrarysystem.ab.ca/calendars-and-schedules. Samm is offering sessions on doing Digital Storytimes and on Best Apps of 2017 for Teaching & Learning.

As always, don't hesitate to contact Emma, Samm, Rae, and Katherine if you have any questions!

>> Searching with Sherlock



Searching Your Library

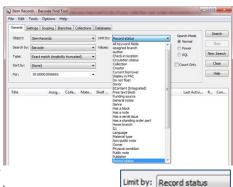
For a refresher on the tips in the last Newsletter, please enter this into your browser... (https:goo.gl/pQKF5V) and look for page 5 of the Winter 2017 News & Notes Newslet-

One search you may want to do of your collection is to find a late returned item that won't check in.

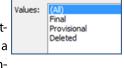
In Polaris the find tool is set to NOT RETURN details of once deleted items. (In order for an item record to be irrevocably deleted from the data base it must be deleted twice.) An attempted "Check-In" will result in this error message: The record status of this item is Deleted. Action cannot be taken on a Deleted item.

And if you attempt a search in an Item Record Find tool, it will result in... nothing found!

The trick is to "Limit by" Record Status. Look for the drop down "Limit by:" section of the Find Tool, click on the drop down arrow, and enter an "R" when the drop down list appears, and then click on "Record Status". may also use the scroller bar to find "Record Status".)



Now your search for all Deleted and Not-Deleted (Final) Item Records results with a successful "Find", so you can open and "Undelete" this Item Record, then check it in.





All eager learners who call me to ask "What is a Provisional Record?" will receive a prize!

>> Tech Services Tidbits

Today's column is guest hosted by ordering clerk Karen Van Der There are many ways that you can order, and we realize that time Woerd!

2018 has arrived and with it all of the New Year allotments are The programs are a great way to fill your shelves with popular slowly trickling in, which means it's time to shop again!

Who doesn't love shopping? And with the steady demand from many different ways to order for our libraries. patrons to fill the shelves with new and relevant materials, the need to order never ends, even though it seems that the time our If you love technology, and filling carts, then using Title Source 360 library managers have to order is less and less.

ability for large discounts because of the quantity of items or- are several titles there that you wish to order, simply send it via the dered. Many times we are able to offer 40% discounts for popular order form found on the "Training Toolkit" tab of our website, and titles, and we in the ordering department love to shop for the best select "Ordering & Supplies". Then choose "Print and Audiovisual deals for our libraries.

Just as the library world continues to change, so has the type of materials that libraries are ordering. We have seen a significant Or, if you're on Amazon, Indigo, etc., and have found several items increase in the number of audiovisual items being ordered (DVDs, you're interested in, simply send a quick email with the titles and Blu-ray discs, audiobooks, etc.), and our vendors have matched the ISBNs, and we will do the rest! that need with an increase in products available for us to purchase.

is of the essence, so we encourage you to think outside the box!

titles, but often there is a demand from patrons that require you to look for items outside of the regular program orders. We offer

may be the perfect way for you to find all of the items you want.

One of the great benefits that Peace Library System offers is the If you find you don't have time to use Title Source 360, but there ordering", and fill in the PDF and send it via email to ordering@peacelibrarysystem.ab.ca.

We want you to enjoy shopping, and make it as simple as possible, so find the method that works for you, and have fun!

>> Windows 10 Tips and Tricks!



2018 has begun and with it we are making big changes to the headquarters building as well as to our technology.

New computers coming and going from PLS headquarters will now be equipped with Windows 10 Pro rather than Windows 7. For the time being, the computers in your libraries that are already in use will remain set up as is, since Windows 7 is still very much being used at home and by businesses, and many have grown accustomed to its use. However, new purchases will be installed with Windows 10.

Windows 10 does come with a lot of great [9] new features however it also comes with a new "tablet style" layout which some may

not be that familiar with.

One big thing with Windows 10 that was missing from Windows 8 is the Start Menu. It is a great mix of both useful apps for works as well as games and can be organized according to your preference. You can delete and add apps to the start menu as well as resize the menu to be viewed full screen if you prefer.

One new feature is built in to help protect you: this is called on "controlled folder access", and it protects your files and folders from changes by unauthorized applications. Another great feature allows

you to sync up your phone with Windows 10 and push websites and files from your phone to your computer. You can also pair your phone with your PC via Bluetooth and when you leave your computer it will automatically lock.



One Drive can show you all your files stored in the cloud without installing them on your computer or if you choose you can download them to your PC. Windows 10 also has great apps in the store including ones aimed at people who like to play games including Xbox and Minecraft, but as previously stated, you can customize your menu layout according to your personal preferences.



Now that I have your attention...Edge! Edge

Internet Explorer!

Edge is the brand new Microsoft browser that is much faster than the Internet Explorer you remember and possibly still use. It comes with built in digital linking tools that allow you to mark up a website and share it with others. It also has a reading view for web pages which will remove adds shown in and around the page to allow you to focus on just the article. You can adjust both the size

of the text and the background color to your personal comfort level. So get ready to start using Edge!

The best way to get comfortable with Windows 10 is to play around with it and look at all the great new features it has to offer. If you get stuck, Cortana (your virtual assistant, like Siri for iPhone) is always there to lend its voice and help you find what you are looking for.

Fred Richard **Desktop & Network Administrator**



>> From the IT Desk



Polaris Slowness

You may have noticed some small problems with Polaris since our last upgrade in November 2017. There have been some times



when Polaris slows down a bit and may take longer than usual to do things. There have been a few glitches with the

new version of Polaris and we are working through the problems. We have fixed some of the things causing some slowness and are working through some remaining issues. I know it is frustrating, but I really appreciate your patience.

Inactive Patrons

With Winter comes the annual purging of inactive patrons. Inactive patrons are cleaned out of Polaris in order to keep Polaris clean and the patron records up to date. With the annual cleanup, I will be deleting any patron who has been expired for more than two years (so prior to December 31, 2015) and owes \$10.00 or less in fines and other charges. Keep an eye on your email as I will be sending out your list of patrons early in March.

Inventory

It's a good idea to inventory your collection every few years. The whole purpose of inventory is to answer two questions:

- 1) What should be on your shelf and isn't?
- 2) What is on your shelf that shouldn't be?

By carrying out an inventory, you'll be able to find items which should be declared missing, items that have been declared missing or lost (but are in fact sitting on the shelf), and items that are worn or damaged and should be withdrawn. Think of it as Spring cleaning your collection.

Before completing your inventory, take a look at your collection codes and shelf locations. Make sure they're in line with how your collection is organized in-house. Also, examine the call numbers for the collections. Are you using J or JF for your Juvenile collection? Or perhaps Y or YA for your teen materials? Consistency is key for a smooth inventory.

If you have any questions about reports to run, inventory in general, or you would like to book the Inventory computer, please send me an email.

Websites

New websites are coming. PLS will be partnering with Marigold Library System on new websites. We have chosen a new platform and are looking at development options. More information will be available as we have it. We are hoping to have the new websites launched this summer.

HelpDesk

Any time you run into problems, or have questions in general, the helpdesk is available. Our helpdesk can be found at http://help.peacelibrarysystem.ab.ca or by email at helpdesk@peacelibrarysystem.ab.ca. The helpdesk is the ideal place to submit anything non-urgent as it will reach everyone at once. Plus, using the helpdesk allows for maximum coverage in case one of us is out of the office.

If you have a critical problem, which is defined as can't search TRACpac, can't login to Polaris, can't check items out, or no internet access, please call the office for immediate assistance. If you run into problems during the evening or weekend, you can call the Afterhours support number (although the staff there may not be able to help with no internet access and you will have to talk to staff at PLS).

Did You Know?

It has always been possible to update the pickup location and make holds active or inactive in Polaris. It is also possible for patrons to make those changes themselves using TRACpac. Once a patron has logged into TRACpac, their list of requests offers the options to Change Pickup Location or Suspend/Reactivate Selected.



These features allow patrons to control their holds themselves. Because honestly, when your patron finishes their book at 3am, they'll want to be able to activate their suspended hold as soon as possible. Or when your patron takes off on a spontaneous extended road trip, talking to their local library staff about holds isn't the top of their priority list. So a little independence isn't a bad thing.

Janet Ayles IT Services Manager

>> From Grande Prairie Public Library

by Charlotte Anderson, Emerging Technology Librarian, Grande Prairie Public Library

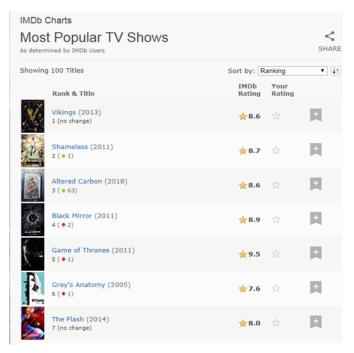
A Guide to TV Shows (for librarians who don't watch much TV)

One of my favourite collections at GPPL is our TV series collection, but I know how daunting it can be to look at the wide range of television shows available and try to figure out which ones are good, which ones are popular, and which ones might not do well with your user base.

Check to see what items have a lot of holds on them. Game of Thrones is always a safe assumption, but in addition to that you can run a report on television season holds. The quickest and easiest If a season is currently airing on television, the turn-around time for way I've found to check on holds is to title keyword search Biblio- a DVD release is usually 4 months after it finishes (as a rule of graphic Records for the word 'season'. However, keep in mind it thumb). So if it's airing from September to May during the year, the won't grab all of them. British television calls their seasons 'series' and other factors might not grab a title in a keyword search.

Title	Author	Format	Lin	Но	Publ	Call Number	Contr	A
Game of thrones. The complete seventh season		DVD	39	197	2017		1631165	Ш
Game of thrones. The complete seventh season		Blu-ra	18	69	2017		1631147	
Westworld. Season one, The maze		DVD	18	60	2017		1624679	
Heartland. The complete tenth season		DVD	12	52	2017		1612909	
The crown. The complete first season		DVD	26	51	2017		1619431	
Big little lies		DVD	23	47	2017		1601688	
Homeland. The complete sixth season		DVD	5	43	2017		1619541	
Poldark. The complete third season		DVD	16	40	2017		1616666	
When calls the heart Complete season 3		DVD	7	30	2016		1/1071/16	

Go to www.imdb.com/tv/ and check out their lists. They have a way to filter by top rated television shows and by the most popular television shows. This is a fantastic way to browse through items you should have in your collection or to find something new to recommend to someone (watch out for television shows that just started airing – there won't be DVDs for those available yet).



Tip: Amazon is the best place to quickly check to see if a DVD has been released in North America. I also like https:// www.dvdsreleasedates.com/ but the site can be difficult to read sometimes when the date is unknown. It is best for browsing through movie and television shows by month released or searching to see when a movie in theatres is expected on DVD.

A lot of British (and other country) TV Shows aren't immediately released to DVD in North America.

DVD usually comes out the next fall. Most television show DVDs are released in the fall, so earmark budget for that.

Looking to recommend a television show to someone? www.imdb.com has a People who liked this also liked... section under each title.



You can also take a look at the purchasing recommendations on Amazon titles to see what other people are buying that might be similar to a title.

Customers who bought this item also bought



Comedy

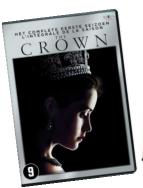
The Good Place Crazy Ex-Girlfriend Brooklyn Nine-Nine The Librarians















Historical Dramas

The Crown Victoria Dickensian Poldark

Drama

Big Little Lies This Is Us









Sci-Fi/Fantasy

American Gods The Handmaid's Tale **Stranger Things** Westworld

Anime

Yuri!!! On Ice **Black Butler** Sailor Moon Crystal







Around the System...

Here's what's been going on around Peace Library System this winter! Remember, you can send your own photos and articles at any time to estewart@peacelibrarysystem.ab.ca and they will be included in the next newsletter. We'd love to hear from you!

Fox Creek Municipal Library

Thanks to a donation from Repsol Oil and Gas Canada, we have just acquired 1800 Keva Planks and our students are loving them. These are small maple planks that everyone can use, no matter their skill or age. They build by themselves or in a group. It's all about building at the Fox Creek Municipal Library these days!

Our Family Lego Club has started again and will run Tuesday and Thursday evenings until March 22.

Here are some photos of the Keva Planks. Of course, demolition is part of the excitement.

—Submitted by Leslie Ann Sharkey, Fox Creek Municipal Library







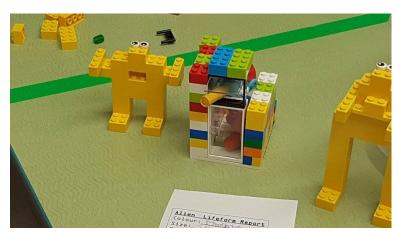
Grimshaw Municipal Library

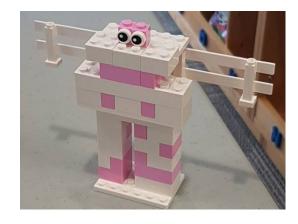
After six months of planning, sorting, packing, moving and getting settled, January marked the return of full-on programming at Grimshaw Municipal Library. The first week of January was focussed on science fiction, in celebration of Science Fiction Month. Families came to the library for stories, Lego, origami, robot building and science experiments. We had 140 patrons take part over the four afternoons.

For February, we are offering afterschool programming on Tuesdays and Thursdays. One of our board members, Joan Veidt, is an avid crocheter, and volunteered to be available one afternoon a week to teach children some basic stitches. There has been such a positive response to Crochet Tuesdays, we are having members of the Grimshaw Women's Institute come in to help with the helping! On Thursdays, the cards come out, giving kids (and some parents) a chance to learn and play a new game together. For the record, 20 people playing War is not quite as quiet as 20 people crocheting...

At the end of February, we welcome Marty Chan back to Grimshaw. He will do a day and a half of sessions here, which will include times for our Book Buddies, Senior's Tea, grades K-9 from both schools, and an evening session for the general public. We are looking forward to having Marty here, as he is such a great presenter, and a pleasure to work with, too. There will be more afterschool programming in March, a Movie & Dessert night featuring the new Murder on the Orient Express, afternoon sessions during Teachers Convention, and we have started planning for spring break. Happy New Year!













More from around the System...

Wembley Public Library

The Wembley Public Library was thrilled to host a Family Games Night at the Phillip J. Curie Dinosaur Museum for Literacy Week. Over 140 community members of all ages came and played board games, created crafts and participated in other activities. It was a wonderful evening in a fabulous location.

—Submitted by Anna Underwood, Wembley Public Library









Rotary Club of Slave Lake Public Library

Slave Lake Library was excited to have the Bird Observatory in for a fun and interactive story time!

—Submitted by Kendra McRee, Rotary Club of Slave Lake Public Library





Fairview Public Library

Fairview Public Library launched 1000 books before Kindergarten Saturday Jan 27th for Family Literacy Day. We currently have 20 children signed up for the program and are busy being read to by their parents and older siblings.

Science Club meets every last Saturday of the month. On January 27, the project was building cars, choosing either balloons or rubber bands for power. Faye Randle urged the young scientists to adapt whatever they needed to create an efficient running car. In the photo with Randle are Brodie Weiderick, Rylan Gelsinger, Travis Beaucage, Bailey Coadey, Cash Roy and Peyton Weiderick

—Submitted by Chris Burkholder, Fairview Public Library

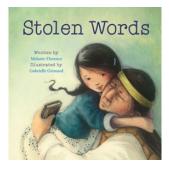




>> Services to IndigenousCommunities resource page



Many of our libraries have been asking for it so I am happy to be able to point our libraries to a new resource page dedicated to helping our libraries best serve their Indigenous communities. You can now go to the Peace Library System website, hover over Training Toolkit, and then hover over Inclusive Services to find the Services to Indigenous Communities resource page. This page will be kept up to date as new resources become available and notices of any updates will be sent out on our emailing list Pecans.



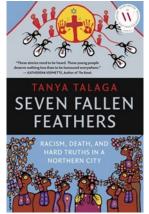
Included at the top of the page is a rotating carousel of new and upcoming books that will be updated quarterly at the same time the quarterly newsletter goes out. I am using this carousel to highlight some newly released and upcoming titles that our libraries could consider purchasing for their children's, young adult and adult collections.



It's simply not possible to show every book being published so please do not feel limited to these books when you are purchasing new items for your own collection!

There is also a section of the page that gives libraries the tools they need to diversify their collections. While these links cannot and should not replace consulting with your local patrons, they can be somewhere to start and a way to stay up to date on new releases and important titles.

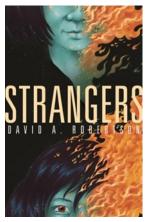




We want to ensure our libraries have all the resources they need to build relationships and foster a welcoming open environment for everyone.

If you feel there are any resources missing or have any questions, feel free to email smercer@peacelibrarysystem.ab.ca









>> 2017 eResource Checkouts

Overdrive

Total checkouts: 70,815





Hoopla!

Total checkouts: 13,152

RBdigital eMagazines

Total checkouts: 6,367





3M Cloud Library

Total checkouts: 3,876

TumbleBook Library

Total books viewed: 5,308





Ancestry

Total documents viewed: 14.240



8301-110 Street Grande Prairie, AB









Renovation Update

The Big Move is underway! Phase One of our renovation has begun and several of our staff members have temporarily set up shop in the board room while their offices are being gutted. As you can see, there are some dramatic changes afoot at PLS headquarters!



Submissions are welcome at any time and will be in the next newsletter. Submissions from public and school libraries welcome!

Please send photos and articles to Emma Stewart at <u>estewart@peacelibrarysystem.ab.ca</u>.

Please note: PLS email inboxes can only receive emails less than 10 MB in size. If you do not receive an email acknowledging that your submission was received, delivery may have been prevented due to file size. Please contact Emma Stewart.

Peace Library System's events calendar

peacelibrarysystem.ab.ca/calendar

PLS Board Meeting

Pomeroy Hotel & Conference Centre, Grande Prairie March 24, 2018, 10:30 am

Library Managers' Council Meeting

The Loft, Jeffrey's (Mill District location) April 16, 2018, 10:30 am

PLS Executive Committee Meeting

Location TBA April 21, 2018, 10:30 am

Alberta Library Conference

Jasper Park Lodge April 26-29, 2018

Public Library Meeting

Pomeroy Hotel & Conference Centre, Grande Prairie May 7, 2018, 10:00 am

PLS AGM and Board Meeting

PLS Headquarters May 26, 2018, 10:30 am