Reports included below are:

- U of M Twin Cities Campus, Wendy Pradt Lougee
- U of M Coordinate Campuses, LeAnn Dean
- Greater Minnesota Public Libraries, Mary Lukkarila
- Private Colleges, Dan Gjelten
- State Government/Special Libraries, Brooke Roegge
- State Universities, Joan Roca
- Minnesota State Colleges – Twin Cities & Southern Region, Julie Setnosky
- Metro-Area Public Libraries, Patricia Conley
- Regional System Libraries, Chris Olson
- Multi-county, Multitype Library Systems, Ann Walker Smalley

University of Minnesota – Twin Cities Campus Report
Wendy Pradt Lougee, University of Minnesota - TC
December 2, 2011

Organization Review
The University Libraries are undergoing an organization review to assess how our organizational structure effectively supports our strategic directions. This is an opportune time with new university leadership and significant vacancies resulting from a recent retirement incentive program. Working with consultant Marilyn Pash, a phased process was implemented, including an opportunity for all staff to participate in assessment of trends, strengths, and gaps. A proposed new structure was recently presented, proposing primary roles for the organization. The primary roles include Scholar Resources (bringing together inter-related processes and policies that support and sustain content and collections), Research and Learning (bringing together programs and services that provide support for research, instruction and learning in liaison or library contexts), and Data and Technology (bringing together resources and functions that enable intellectual access and productive user experiences). Each of these primary roles would have a corresponding organizational division, with Research and Learning embracing two parallel divisions, one for Health Sciences, and one providing support to all other disciplines. The review is also looking at cross-cutting group structures for major strategic themes.

Recruitment
The Libraries will be undertaking recruitment for three senior positions in the coming months: Director of Minitex, Associate University Librarian for Scholar Resources, and Associate University Librarian/Director of Health Sciences Libraries.

Recent Programs and Projects
Next Generation Library System
The Libraries, in partnership with the University’s Office of Information Technology (OIT), successfully completed negotiations for the Ex Libris Alma library management system <http://www.exlibrisgroup.com/category/AlmaOverview>. With this agreement and implementation, the University joins the Alma Early Adopter Program, which affords the University the opportunity to influence Alma system development. In approximately two years time, Alma will succeed the separate University-installed systems of Aleph, SFX, and Verde. This is a major step in efforts to ensure that all the libraries in the University of Minnesota system are equipped with a state-of-the-art library management system.

2011 Libraries Emerging Tech Expo
The Libraries’ Information Technology Council presented the third annual Emerging Tech Expo on November 9, 2011. The Expo featured over 20 booth presentations including digital arts and humanities, Screenflow, Mendeley, QR codes, and mind mapping, and presentations on the next half decade’s big IT trends, Alma – the next library
management system, and critical thinking in new technologies. Over 140 staff from across the Libraries attended to learn and share knowledge about new technologies.

Organization Development Collaborative
The Libraries Organization Development Collaborative is implementing initiatives in the areas of leadership, group effectiveness, assessment, and alignment.

• The Libraries launched two new leadership development programs this fall. The Supervisor Fundamentals program will equip supervisors with skills that help them meet day-to-day supervisory challenges. The Individual Development program will focus on the creation of customized development plans in consultation with a professional coach and support of program participants.

• Project and group management training and new modes of support are being delivered to improve overall group effectiveness.

• The Libraries Assessment Infrastructure Project was launched under the leadership of Jim Stemper. The initial focus will be to find a way to collectively store and access Libraries’ organizational data.

• The alignment initiative is working on building helpful processes and clear and reliable support that will help event planners and supervisors “connect the dots” between learning events and unit and individual priorities. The concept of Alignment is being built into the Supervisor Fundamentals program.

Student Success Research Project
The Libraries, working with the University’s Office of Institutional Research, launched a research project to address the question: Does student use of library collections, services, tools, workshops correlate with student success (grades, GPA)? Preliminary analysis of pilot data collected over Summer 2011 has been very promising. Library use data are being collected throughout the Fall 2011 for an in-depth analysis to be completed in Spring 2012.

Engineering Students Portfolio Program
The Physical Science and Engineering librarians have been developing the Professional Skills Portfolio Program for College of Science & Engineering students, to which they can opt in to improve their soft skills and showcase them for potential employers. Based on the Career Center's survey of employers, the skill areas we're including are: information seeking, teamwork and leadership, project management, presentation skills, technical writing skills and interpersonal skills.

The library is playing a coordinating role in collecting learning opportunities across campus, including but not limited to those the Libraries offer in at least four of these areas. We're also taking the lead in helping students set up online portfolios to display their work products and generally enhance the package of information they can show to potential employers.

Upcoming Exhibits and Events:  http://blog.lib.umn.edu/lib-web/events
All events are free and open to the public unless otherwise noted.

Charlie Bethel’s Gilgamesh
When: Thursday, December 8, 2011 at 7:00 p.m.
Where: Elmer L. Andersen Library

The deeply flawed king and his wild-man sidekick take on elemental forces and gods in this solo performance by acclaimed actor and writer Charlie Bethel. Recommended for mature audiences. Dessert reception to follow. Tickets $10 ($5 for members of the Friends of the Libraries); seating is limited, purchase tickets by December 1 at stangret@umn.edu or 612-624-9339.

Submitted by Wendy Pradt Lougee, University of Minnesota, TC Representative
University of Minnesota, Morris --LeAnn Dean, Library Director

The usual end of semester activities scheduled at Briggs Library include extended hours, midnight snacks provided by Briggs Associates’ friends’ group, and a stress free zone in the conference room (massages donated by local massage therapist, quiet music, aromatic oils). The Office of the Dean, Grants Development office and Briggs Library cosponsored a scholarship celebration and reception on November 8 highlighting research from the past five years. We plan to make this an annual celebration, honoring work from the previous year. Librarians are represented on the Learning Commons Task Force as well as the Information Technology Planning Task Force. Briggs Library recently subscribed to Academic Complete (ebrary), significantly increasing e-book holdings. Jayne Blodgett and William Straub recently attending the ContentDM workshop, with William contributing a presentation.

University of Minnesota, Duluth --Bill Sozansky, Library Director

The UMD Library have added two new reference librarians Kim Pittman (full time) and Gabriel Gardner (3/4 time). Tom Ambrosi and Sunshine Carter, UMD Reference Librarians, were published in the October 2011 issue of Computers in Libraries. The article is "How to Build a Desk Statistics Tracker in Less Than an Hour Using Forms in Google Docs". (http://tinyurl.com/74aj76b)

University of Minnesota, Rochester --Mary Beth Sancomb-Moran, Library Director

No report at this time.

University of Minnesota, Crookston --Owen Williams, Library Director

No report at this time.

Submitted by Le Ann Dean, University of Minnesota, Coordinate Campus Representative

Greater Minnesota Public Libraries Report
Mary Lukkarila, Director, Cloquet Public Library

Austin Public Library --Ann Hokanson, Library Director

We've had positions frozen for a few years, in particular the children's librarian position. Our materials budget has remained steady, and we are lucky to have significant gift and grant funds to support collections, programming, and equipment to some extent. Our community seems to be undergoing another demographic shift, with more people from Africa moving to town. We are adding more computers and more early literacy computers--by January we expect to have 30 public Internet stations and 6 non-Internet literacy stations.

Buckham Memorial Library --Delane James, Library Director

Our city funding will remain the same in 2011 as 2012. The Rice County is increasing overall library funding by 2% for 2012. Because Lonsdale is a newer library, we were trying to bring its county funding up a bit. The three directors came up with a formula this year that was agreeable to all if we got the 2% overall increase, So the two large libraries, Northfield and Faribault, each got a small increase and Lonsdale got a larger percentage increase.

Cloquet Public Library --Mary Lukkarila, Library Director
Arrowhead Library System Legacy Funds were used for a sculpture at the library. This inspired a local artist to donate 2 pieces of rock art to the library as well. We celebrated both artists at an open house.

We continue to work on our teen area and hope to have it completed in January.

**Duluth Public Library  --Carla Powers, Library Manager**

Duluth voters passed a referendum in November to establish a separate levy for the city's parks and recreation division. Passage of the referendum has freed up general fund money that will be used to restore full-time hours to the two branch libraries. We're in the process of hiring some additional staff, and the expanded hours will begin in January.

**Rochester Public Library  --Audrey Betcher, Library Director**

We continue to go through transitions with staff retirements. The Head of Technical Services position was filled by Keri Ostby who will be starting on January 12th. Keri was Head of Technical Services in Roanoke County (VA).

The RPL Foundation recently received a $10,000 grant from IBM to help us create better outcome measurements.

We participated in the Impact Survey (impactsurvey.org) sponsored by the Bill and Melinda Gates Foundation to get better data on how our internet computers are being used.

We are projected to get a small increase in our overall 2012 budget.

Our new bookmobile is on order and projected to arrive next summer.

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**Submitted by Mary Lukkarila, Public Libraries Representative**

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**Private Colleges Report**

**Dan Gjelten, University of St. Thomas**

December 2, 2011

**Bethany Lutheran College  --Orrin Ausen, Library Director**

SMILE (South Central Minnesota Inter-library Exchange) Library Service Agency for all types of libraries in nine counties in south central MN had a vendor's booth at our local Holiday EXPO in the old East Towne Mall in Mankato on Saturday, November 19th. This event is a fundraiser for local organizations and draws a huge crowd and has been taking place for the past 20 years.

I serve as the chair for SMILE Advisory committee. and decided to have a booth at the Holiday EXPO to promote and make people aware of services provided by their local libraries. It was fun and we talked to lots of folks. We will make this an annual event.

**CLIC  --Tom Nichol, Director**

Stacey Holland, the former CLIC Business and Office Manager, assumed a new position early in November as Associate Director of Forecast Public Art. It's a wonderful move for Stacey, and we will miss her! We launched a search for her successor immediately and will welcome Maureen Fitzgerald to our staff on December 21.
Tom Nichol, CLIC Executive Director, is retiring at the end of March next year. A search committee has been hard at work, candidates for the position have been interviewed, and we hope that in our next report we will be able to announce that we have hired our next ED.

In the meantime, CLIC members are looking forward to the annual CLIC luncheon to be held next Monday. It's the only time in the year when all of us have a chance to get together, celebrate our accomplishments, and acknowledge outstanding work by our members. Our guest speaker this year will be Minnesota Public Radio's Cathy Wurzer.

**Gustavus Adolphus College --Barbara Fister, Library Director**
We're getting ready to close our music library by the end of the year (with the only remaining issue on the table where the scores should be housed; we have worked out a way similar to what Winona State and Indiana University do to digitize our sound recordings and have supplemented them with subscriptions to Naxos and to the Alexander Street jazz collection).

We're dipping our toe into the institutional repository waters, trying to develop a process for capturing faculty research that we can fold into our work without adding more staff.

And another toe goes into the water as we put together a publication, an anthology of faculty writing about teaching, research, and service drawn from promotion and tenure statements. My aim is to have web, pdf, and ebook versions ready by the April board of trustees meeting. I'm using Pressbooks (awesome!!) which uses a Wordpress platform to create formatted pdfs and EPUBs; Calibre converts EPUB to Mobi for the Kindle crowd. In part this is drawing on what I learned at THATCamp Publishing, which I attended this fall. I want to demonstrate what can be done with free and open source software.

**Macalester College –Terri Fishel, Library Director**
On October 28th, over 100 librarians and library staff members gathered at Macalester College to hear Char Booth, author of *Reflective Teaching/Effective Learning*. Her talk entitled "Library as Indicator Species" was followed by a half-day workshop focused on her book and the USER Method. You can hear her talk and see her slides at our web page [http://www.macalester.edu/library/char/](http://www.macalester.edu/library/char/)

This event was part of the CLIC year-long professional development initiative that is focusing on teaching.

Macalester Library is co-sponsoring an event that features Koo Nimo, a world-renowned guitarist and a Ghanaian living legend. At this event, Mary Hark, former Mac professor and book artist, will talk about her book, *Listen, listen: Adadam Agofomma: honoring the legacy of Koo Nimo*. A copy of the book [can be viewed](http://www.macalester.edu/library/char/) in the library. The events take place on Dec. 9th and 10th.

**St. John's University/College of St. Benedict --Kathy Parker, Library Director**
In keeping with trends seen elsewhere, at CSB/SJU we are increasing the attention and resources we devote to special collections. The Hill Museum and Manuscript Library of course has long been dedicated to preserving and providing access to rare materials, and last month it received the National Medal for Museum and Library Service from IMLS. We are also able to say Amen! to the Saint John’s Bible. This summer SJU accepted the final pages of the Saint John’s Bible, first commissioned in 1998. The entire work takes up 1,150 illuminated, handwritten pages in seven volumes. While not strictly a library project, the Bible is housed in the Library and is a testament to the value this institution places on the written word in all its creative variety. We have also recently acquired some significant archival collections and a number of artists’ books. These are important pieces of our cultural heritage that we are happy to hold in trust. In many cases, we have received external funding to help with processing special collections. However, we are out of space for storing them with appropriate environmental and security controls. We are seeking ways at both Clemens and Alcuin Library to find new space for special collections, as well as better tools to help patrons make use of them.

**University of St. Thomas --Dan Gjelten, Library Director**
Library staff are working with student government to develop a textbooks on reserve program.

Digital Initiatives and Serials staff are working on establishing a better understanding of the usage of electronic resources using counter compliant data. One observation, which might be stating the obvious, but is still worth noting, is that as we compare usage of print collections in 2010 (under 10,000 touches, down 50% from ten years earlier) to usage of e-journals in the same period (over 477,000 visits in 2010) we see a remarkable difference. It is indicative of the increase in the size of the collection, as well as the effect of ease of access on collection use. It is an entirely different context – exponentially larger collections with exponentially higher use.

The libraries have received a beautiful gift from the O’Shaughnessy family of a collection of Folio editions of Shakespeare, a facsimile of the 13th century Hereford Mappa Mundi, and several other beautiful examples of the book as art. We hope to design and build display cabinets in the O’Shaughnessy Room of the O’Shaughnessy-Frey Library to house and display the books, as a way of reminding our population what the printed book at its best looks like.

During the fall semester a group of students, with sponsorship from the library, has conducted weekly discussions lead by faculty in the library – The Telos Project, an entirely student developed event, is intended to be an interdisciplinary discussion “about what matters” in which faculty discuss their own research, why they were attracted to it, and why the larger world should care.

UST Libraries’ staff have presented this fall at The MN Library Association and the American Association of School Librarians (“Information Literacy: Turning the Page From High School to College”) and webinars for national audiences on e-resource management. Others have contributed to CLIC work on the future of the ILS.

Submitted by Dan Gjelten, Private Colleges Representative

State Government/Special Libraries Report

Brooke Roegge, Minnesota Department of Employment & Economic Development

December 2, 2011

Attorney General Library – Karla Gedell, Research Librarian

The Attorney General Library staff is getting ready to assist our staff with several computer-related changes in the next six months.

First, Minnesota District Courts (the courts at the county level) are beginning to accept electronic filings of documents. The library staff serves as “firm administrator” for the eFile & Serve system recently implemented in Hennepin and Ramsey counties. As administrators, the library staff registers attorneys and support staff for the system, coordinates training, troubleshoots technical problems, and helps with e-filing questions. This system will eventually be deployed state-wide.

Minnesota Department of Employment & Economic Development Library – Dru Frykberg, Senior Librarian

With electronic filing comes the ability to view and retrieve online documents associated with district court cases. The library staff has worked with court personnel to acquire access to public court documents with Odyssey Assistant (OA) software. They have tested OA and will be providing staff training. The new software will save time and money because AGO staff will no longer travel to various courthouses for copies.

Finally, the library staff is testing an upgrade to Windows 7 and Office 2010. Many of our clients are using the newer software and we must test our electronic legal subscriptions, cataloging software, and other day-to-day applications on the new platform.
The DEED Library is developing and promoting a collection to support the agency’s lean and continuous improvement activities. Included are books in print and on CD on building relationships, improving customer service, dealing with change and keeping a positive attitude. The library is also offering a regular email newsletter alerting staff of news and developments on this topic. The lean process aims to improve organizational performance, results, and customer service by reducing non-value-added activities and standardizing work.

Over the last year, we’ve also been building a digital library that will serve as a permanent archive for publications created by DEED or agencies that preceded DEED. This project has moved into pilot phase and is being tested with a couple departments within DEED. We hope to make the digital library available to the public within the next couple months.

**Legislative Reference Library – Robbie LaFleur, Director**

Scanned vote totals from special and general elections going back nearly a century are available on the new "Minnesota Elections: Dates and Vote Totals" page. Previously, finding that information required looking up the results of individual races in the Legislative Manuals. Now it's online, the fruits of a long-term scanning project. [http://www.leg.state.mn.us/lrl/mngov/electionresults.aspx](http://www.leg.state.mn.us/lrl/mngov/electionresults.aspx)

This summer we were lucky enough to have a high school intern who helped enrich our Legislators Past & Present database. Linnaea Honl-Stuenkel's project was to scan the profiles of legislators published in the House SESSION WEEKLY so that they could be linked to each legislator's record. During her volunteer time she added all the articles from the 1990s - 184 in all. For example, see the three articles at the end of the record for Rep. Steve Sviggum. [http://www.leg.state.mn.us/legdb/fulldetail.aspx?ID=10643](http://www.leg.state.mn.us/legdb/fulldetail.aspx?ID=10643)

The Library has a database of historical information on state agencies. It is a useful internal database that will be released publicly when more staff time is available to ensure its quality.

This fall we updated and augmented records for all the agencies under review by the Legislature's newly-created Sunset Commission, providing valuable links and background for legislators and others. [http://www.leg.state.mn.us/lrl/mngov/sunset.aspx](http://www.leg.state.mn.us/lrl/mngov/sunset.aspx)

Sunset Advisory Commission page: [http://www.commissions.leg.state.mn.us/sunset/sunset.html](http://www.commissions.leg.state.mn.us/sunset/sunset.html)

Mike Schatz, LRL Programmer, has been busy as the co-convenor of the group tasked with revamping the Legislature's website. If anyone has comments about searching for legislative information - criticism or a wish list - write to Mike at mschatz@lrl.leg.mn.

**Mn/DOT Library – Sheila Hatchell, Director**

Library staff Anne Shelley and Christie Schultz continued work with the Minnesota Digital Library on our scanning project for *Minnesota Highways*, MnDOT’s employee newsletter from 1951-1976. Scanning is complete and metadata is being completed.

Librarians Anne Shelley and Jim Byerly created a new Technologies page for our website ([http://www.dot.state.mn.us/library/technologies.html](http://www.dot.state.mn.us/library/technologies.html)). We keep hearing about new cool tools and found this webpage the easiest way to keep track of them.

Librarian Qin Tang wrote the article *Become a Future Ready Leader* which was published on the Special Libraries Association (SLA)’s Future Ready blog at: [http://futureready365.sla.org/08/09/become-a-future-ready-leader/](http://futureready365.sla.org/08/09/become-a-future-ready-leader/).

The library launched a new service, a Free Book Exchange where staff may contribute books they are done reading and select from those that have been donated.
The library hosted two Commissioner’s Reading Corner book discussions. The book selections were *The 21 Irrefutable Laws of Leadership* by John C. Maxwell, and *Disciplined Dreaming* by Josh Linkner.

After working on a large list of overdue materials the past 3 years, and through the processes of deleting, replacing, and hounding, Karen Neinstadt reduced our list of overdues from over 800 to none. It is no longer at zero, but it was fun and a major accomplishment to attain that goal, even if only for a few days.

Librarian Qin Tang was among 30 candidates selected to participate in the state’s Emerging Leaders Institute [http://www.mmb.state.mn.us/eli](http://www.mmb.state.mn.us/eli) a development program for a select group of thirty emerging leaders from across state government that is designed to help them become successful and effective leaders in tomorrow’s workplace.

We began work on a weeding project and it soon became apparent that the collection has probably never been weeded. This plus the addition of shelving during our remodeling project last year will provide breathing space for crowded areas within the collection and room to grow for the next 5-7 years.

Qin Tang, Karen Neinstadt and Sheila Hatchell staffed the MnDOT booth at the Minnesota State Fair where popular topics included the Flashing Yellow Arrow, Zipper Merge, Roundabouts, and Diverging Diamond Interchanges. Sheila and Karen also helped staff the State Fair Booth for the University of Minnesota’s Center for Transportation Studies. Karen and Sheila attended the Minnesota Association of Government Communicators (MAGC) Annual Conference in October for the first time. We found it to be an interesting and worthwhile conference and enjoyed learning about storytelling from KARE 11’s Boyd Huppert.

Submitted by Brooke Roegge, State Government Libraries Representative

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**State Universities Report**

Joan Roca, Minnesota State University, Mankato

December 2, 2011

**Metropolitan State University – Bruce Willms, Acting Dean**

Since I haven’t sent any reports this fall, I should mention that we have a new IFO reference librarian who started this semester, Michelle Desilets. She came from Walden University, where she did reference work in a totally online environment. She has also worked at the J.J. Hill Reference Library in St. Paul and prior to that was a project manager for Cisco Systems. Michelle was hired to replace Adela Peskorz, who will be retiring at the end of this semester.

We have several work groups that have been active this fall: one doing usability testing of the library web site in preparation for a web site re-design, a second investigating e-book options as we plan to add more e-books to our collection, and a third reviewing our reference services and staffing to try to manage an increasing workload with a fixed number of librarians.

There are some planning efforts underway on campus that will affect the library. The University is in the process of planning for a new location in the West Metro, since the co-location agreement with MCTC has expired, and MCTC needs the space that Metropolitan State is now occupying to accommodate its own programs. The expectation is that the library will have some sort of presence at this West Metro location, but it’s too early to say what that might look like. There is also a new academic plan being developed that will affect the library if it is implemented, as it calls for establishing a number of new academic programs (and adding faculty) that the library will need to support. Again, it’s too early to clearly gauge the impact.

Library services have been heavily used this semester, but statistics won’t be compiled for another few weeks, so I can’t provide any numbers at this time.
**Minnesota State University Moorhead – Brittney Goodman, Dean, Instructional Resources**

Larry Schwartz, Collection Management Librarian, will be on a one-semester sabbatical for Spring 2012.

Our library renovation planning continues as we have moved into the "design development" phase. Construction will begin in late May 2012.

The Library is hosting a "Dragons After Dark" event for undergraduate students on Friday, December 2nd, focusing on the library's renovation and including a "Name the Learning Commons" and "Name the Reference Desk" contest.

We are preparing for the renovation in many ways, including an extensive cleanup and culling of our in-house storage.

**St. Cloud State University – Ruth Zietlow, Interim Dean of Learning Resources Services**

In mid-October, St. Cloud State received a report by Elliot Haugen of Kaludis that provided discussion and several recommendations for the future of technology support on our campus. This report will be used to continue discussions on campus.

As part of our ongoing restructuring, a proposal for a steering committee made up of faculty and staff from across campus to address the future of Learning Resources (the librarians and media instructors) will be going to the Faculty Association requesting faculty representatives early in December.

St. Cloud State has contracted with a marketing firm to analyze our current web presence. As part of this work, library representatives will be attending a focus group and discussing issues that arise when we provide a vended resource within our university’s branded web pages.

This fall, we rolled out the St. Cloud University Institutional Repository. As of November 30, we had a total of 75 documents and each had been downloaded at least once. We had a total of 320 downloads, and the usage continues to grow.

From Wednesday October 19th through Friday October 21st we worked with CMLE, our regional Multitype library, to host a streamed track of Educause free for regional librarians.

On October 24, 2011 we hosted a gathering to honor Art Professor Emeritus Merle Sykora. Merle has been instrumental in restoring student art work and has worked with the Miller Center to display many of the best pieces in the library.

The library has also begun a reading project with the campus Lindgren Child Care Center. Groups of four, or less, LCCC children will visit the Miller Center’s Childrens Literature collection. Children will be accompanied by their parent or by LCCC staff, with at least one adult for every two children. Parents will receive an informational brochure, which includes the Miller Center policy on minors.

**Southwest Minnesota State University – Kathleen Ashe, University Librarian**

Over this past summer the SMSU Library was officially renamed the McFarland Library in honor of D.C. “Pat” McFarland Jr., who recently gifted $2 million to the university in support of student scholarships and library resources. The Library will receive interest income from $1 million to be used for business and science resources. This is a very welcome addition in this time of shrinking budgets.

The Library began the semester with an updated version of our home page, adding multiple search boxes and a twitter feed. We use tweets to highlight library services, resources, changes in library hours, and to share interesting quotations, retweets, and events on campus and in the community. There is always more work to do on the library’s website, updating and improving pages and adding a mobile version of the Library’s website. These are goals for spring semester.
Three of our librarians, Maria Brandt, Shelly Grace, and Mara Wiggins had a proposal accepted for presentation at the 2012 Library Technology Conference at Macalaster College, St. Paul.

Our instruction/government documents librarian, Dicksy Howe-Noyes, retired at the end of last year and we lost the faculty position. To fulfill our commitment as a partial government document depository and to continue to provide instruction we made some shifts in responsibilities. We invited our regional multi-type to move their office into the Library. In exchange for the office space we gained a librarian at the Reference Desk, SAMMIE Director Reagan Thalacker, for a number of hours a week. This in turn freed up one of our adjunct librarians to spend an afternoon a week working with the Government Documents Technician, maintaining the collection and fulfilling depository requirements. Shelly Grace, Technology/Reference Librarian, took on the majority of the instruction requests with help from Maria Brandt, ILL/Reference Librarian.

Our EBSCO eBooks can now be checked out and downloaded to a pc, mac, or a mobile device. This is a new service just implemented this week. The initial setup of the device is tedious but once that has been accomplished the service is quick and easy. We will be interested to see if usage increases.

Winona State University – Thomas Bremer, Dean
Strong fall enrollment allowed the University to restore some funds back into the acquisitions budget.

Our Emerging Services and Liaison Librarian search committee began reviewing applications for the position in November. We hope and anticipate the successful applicant will begin later Spring Semester.

This past semester librarians have been experimenting and becoming familiar with various eReaders (iPad2, Kindle, Kindle Fire, NOOK, NOOK Color, NOOK Tablet). On a related note the University is developing a pilot project looking into expanding eReader use on campus. They are investigating the advisability of integrating an eReader into our current laptop program – possibly by Fall Semester 2012.

Submitted by Joan Roca, State Universities Representative

Minnesota Community College Libraries Report
Julie Setnosky, Librarian, Minneapolis Community & Technical College
December 2, 2011

University Center Rochester (Rochester Community and Technical College and Winona State University – Rochester) --Diane Pollock, Library Director
Long-time library coordinator Dale Pedersen has retired. Diane Pollock is filling the position this year.

Submitted by Julie Setnosky, Minnesota State Colleges – Twin Cities & Southern Region Libraries Representative
Anoka County Library --Marlene Moulton Jansesen, Director

Coon Rapids High School Library Card Project
After behind the scenes work with counselors at Coon Rapids High School to emphasize the benefits of Homework Rescue, Anoka County Library partnered with the high school to get library cards into the hands of previously unregistered students. There were 385 applications received and Homework Rescue was featured on the Anoka Hennepin District’s homepage.

e-Book Reader Classes
Anoka County Library has started a program of offering classes at all of its branches on how to use e-Book readers to download materials from the library. The classes have been a resounding success with over 300 people attending the first series. The two newest readers from the Kindle and Nook lines have been purchased and will be added to the demonstrations.

LSTA Grant
As the result of support from an LSTA grant and a partnership with MetroNorth Adult Basic Education and the Anoka County Workforce Center, ACL has been able to offer weekly computer classes at the Rum River Library for unemployed and underemployed library users. The classes include basic internet, Microsoft Word and Excel, and career exploration sessions along with a staffed open lab. The program has been extremely successful and we will be seeking ways to sustain it.

Special Programs
The programs funded by Legacy Funds continue to increase in attendance. Our partnership with the Anoka County Historical Society has been particularly successful with over-capacity crowds for many of the events including a recent Civil War program. A partnership with the local genealogical society to offer computer classes on researching family roots has waiting lists, as well.

Carver County Library --Melissa Brechon, Director

Library Director retires; New Library Director hired
Carver County Library will say farewell to its Director of 13 years, Melissa Brechon, at the end of December. Melissa came to Carver County after being Director of the Austin Public Library, Austin, MN for two years and 10 years at Hennepin County Library where she was Librarian then Senior Librarian from 1984-1996. Since Melissa joined Carver County Library the annual library visits have more than doubled, annual circulation rate has tripled, library branches have more than tripled their size in square feet and service has been expanded into two communities via the Express Library systems.

A reception is planned at the Chanhassen Library on Thursday, Dec. 15th from 2-4 and all are welcome!

Nick Dimassis has been hired as the new Carver County Library Director. He is currently the Deputy Director of East Central Regional Library. He will assume his new position in the New Year.

Other News
Carver County Library partnered with the Chaska Police Department, Chaska Human Rights Commission and the Waconia School District to support anti-bullying events in late October and early November in the two communities. Library resources on bullying were displayed and the Library provided a Climb Theatre presentation on bullying prevention supported by Legacy funding.
Carver County Library will join AskMN, the online service for information and research help available to Minnesota residents the end of November.

The Carver County Library branches are partnering with the American Red Cross with its program “Holiday Mail for Heroes”. The public has been invited to submit holiday cards with messages of cheer and appreciation to active and veteran servicemen and servicewomen and drop them off at the local Carver County libraries. The Red Cross and Pitney Bowes will deliver the cards to military bases and hospitals, veterans’ hospitals and other locations during the holidays.

Work is progressing quickly towards a new Carver County Library website. The design firm, Jack Frost Design developed a new logo for the Library as well as a new look and content organization for the website. The Library plans to unveil the website in mid-December.

November 1st the Library launched its Overdrive collection of electronic books. The initial collection was small (around 600 titles) but saw one-third circulate within the first two weeks.

The 2011 Association of Minnesota Counties Annual Conference Awards Committee has selected the Carver & Washington Counties Libraries Express Service as a project worthy of recognition. The AMC County Achievement Award that will be presented at the 2011 AMC Annual Conference dinner on Monday, December 5, 2011.

Ramsey County Public Library  --Susan Nemitz, Director
The Ramsey County Library in New Brighton opened on October 29, 2011. 1,500 patrons celebrated the event. Circulation and visits appear strong. The old Arden Hills site was sold to Bethel.

The Library in Roseville just won a 2011 Minnesota AIA Honor Award.

St. Paul Public Library  --Kit Hadley, Director
21st Century Learning Lab Grant
The Institute of Museum and Library Services and the MacArthur Foundation awarded the Saint Paul Public Library and 11 other organizations around the country $100,000 planning grants for a digital learning labs initiative.

The Saint Paul Digital Learning Labs Project will enable the Library and Parks and Recreation to create a comprehensive plan integrating best practices for digital engagement for youth. The project will include a learning lab for the Payne Maryland project, a mobile lab, and an online student network.

Throughout the planning process, the Library will develop a network of partners and advisors from the community including Twin Cities Public Television (tpt), the Mentoring Partnership of Minnesota, and the University of Minnesota.

Teen Tech Crew
In early 2012, SPPL and the Science Museum of Minnesota (SMM) will launch the Teen Tech Crew initiative, a youth leadership, media literacy, and employment program. SMM will train nine high schoolers, four library staff, and one Parks and rec staff in how to develop and present information and design technology programming for youth. The program will be offered at the Arlington Hills, Rice Street and Rondo libraries. The teen tech crews will offer programming throughout 2012 serving an estimated 900 youth.

The Library/Rec staff, the crew leaders, and the participants will learn and develop fluency with free downloadable new media software such as ArtRage (artrage.com), a drawing and painting tool software; Scratch (scratch.mit.edu), a programmable animation software; and Audacity (audacity.sourceforge.net), audio editing and recording software.

School Connections
The week that teachers returned for the start of the school year, Superintendent Silva’s weekly e-mail to all teachers
included a link to a Library Minute from SPPL. The Library Minute is a 60 second video of an SPPL staff person (a former teacher) talking about how we support teachers, parents and students with our special teacher cards, homework centers, live on-line homework help, and other services.

We also delivered SPPL information to the mailbox of every Saint Paul Public School teacher the week before school started. Our goal is to develop more systematic relationships with every school, an initiative that has been supported by the District.

New Web Site
SPPL launched a new website in August, the product of a joint effort with Ramsey County Library to redo both websites using common language, architecture, and navigation. We jointly issued an RFP and worked together with the developer on every step of the process. In addition to improvements in design and navigation, the new site improves internal efficiency by allowing more staff to take responsibility for adding content and making changes.

World Language Storytimes Expand
We added a storytime in Amharic, an Ethiopian language, at Highland Park Library, where sessions are very well attended. Storytimes are also offered in English, Spanish, Somali and Hmong. Research shows that reading to young children in their first language helps develop pre-reading skills.

Teen Summer Reading Program
Participation in our Teen Summer reading Program jumped significantly this summer. Maybe it had something to do with the iPod Shuffle available for the reader whose name was drawn at random at the end of the summer?

Washington County Library  --Pat Conley, Director
Hours & Days of Service Reduced in 2012
With the secession of the city of Lake Elmo from the Washington County Library’s tax base, significant reductions in staff and other operating expenditures have been required for 2012. The Washington County Library will be open in 6 locations Tuesday through Saturday beginning January 3, 2012. WCL is in the process of installing two additional Library Express Service Stations in Marine and Newport which will provide customers access to the retrieval of holds and return of materials 24/7. In addition, each new site will have a reading room operated with city volunteers or staff open about 20 hours per week. In these reading rooms, certain WCL services including occasional programs, self-checkout station and a small deposit collection, will also be available at the reading rooms. The cities will provide staff either paid or volunteer and public computers with Internet access as well as provide security for the WCL equipment and materials.

E-Book Circulation outpaces small branches
Since beginning the Overdrive e-book program in early March 2011, the demand has continued to be strong. Circulation of downloadable material has increased 110% since March 2011, including circulation of downloadable audiobooks; however, the increase is clearly due to the downloadable ebook demand. Now that WCL has achieved an adequate collection of e-books, it is expanding the number of ebooks that can be checked out at one time as well as the number of holds permitted.

New projects in the works
WCL has been working on several projects in addition to preparing the two new Library Express Service stations. In partnership with Stillwater Public Library and the Stillwater Area High School, WCL has been working with the new media specialist at the High School to expand services available to the students. The project is modeled on a cooperative program between the Nashville Public Library and the Nashville Public Schools.

WCL is also talking with the Midwest Independent Publishers Association about ways to provide a platform for locally published authors to put their e-books into the library catalog. This project is modeled on cooperative
program between the Colorado Independent Publishers Association and the Douglas County (CO) Public Library. Through MIPA the Library will also be offering classes for authors and publishers to learn how to put their works into e-book compatible formats.

Submitted by Pat Conley, Metro Area Public Libraries Representative

Regional System Libraries Report
Chris Olson, Director, Metropolitan Library Service Agency (MELSA)
December 2, 2011

Arrowhead Library System --Jim Weikum, Director
The changes to public library “maintenance of effort” are cause for concern for ALS libraries, as they undoubtedly are for libraries across the state, as they prepare for 2012. The changes will impact ALS as well. At least one county, naturally the one with the poorest record for providing adequate funding for library services, has indicated plans to take full advantage of the “90% funding level.” If all seven ALS counties follow suit, ALS will see a $137,000 reduction in county funding for 2012. Time will tell. Even with the reductions, we expect it to be a struggle for some of our member library communities to continue funding library services.

ALS Joins the Landed Gentry
When ALS started the project to construct our current building, it was necessary for the Housing & Redevelopment Authority (HRA) for the City of Mountain Iron to issue Lease Revenue bonds to make the project financially viable. The bonds were for 20 years. Through conservative stewardship of funds, ALS had hoped to pay-off some of the more expensive bonds when they first became “callable” on September 1, 2011. Shari Fisher started working on this process over two years ago, and earlier this year it became evident that ALS would be able to call all remaining bonds. All the necessary financial transactions were finalized on September 1 and ALS now has complete ownership of the building and property. To mark the occasion, the ALS Board held a “mortgage burning” event last week at the end of their monthly meeting.

ALS-NCLC “Task Force”
Earlier this year, the board of the North Country Library Cooperative (NCLC) initiated a strategic planning process for the agency. The planning process was facilitated by Whitney Crettol, the consultant hired by ALS for a three-year project of conducting local strategic planning processes for ALS’s 29 member public libraries. A major initiative in the resulting NCLC plan was to engage ALS in a dialogue about the possible merger of the two agencies. NCLC approached ALS and the two boards agreed to share the cost of a facilitator for the discussions relating to a possible merger. The so-called merger “task force” has met twice. Shari Fisher and I represent the ALS administration. The task force also includes two ALS Board members, one of whom also serves on the NCLC Board. The time-line for the discussion is to present a recommendation to both boards by March 2012. The NCLC Board has set an implementation date target of July 1, 2012 should some type of merger move forward.

ALS Strategic Planning: 2012
ALS is planning a major (for us) strategic planning process in 2012. The structure of the process will naturally be impacted by the current merger “negotiations” with NCLC. NCLC would bring a different set of “stakeholders” to the planning picture, and we would probably push the process back to mid-2012. Last week, the ALS Board accepted a proposal from Whitney Crettol to facilitate the 2012 project. A significant portion of the environmental scan for the project will consist of the strategic plans and objectives developed by ALS member libraries. Ms. Crettol’s three-year project working with member public libraries will draw to a close in December 2011.
Winter Reading Programs
In addition to offering SELCO Hot Reads winter reading program, ALS provides member public libraries with a winter program for families (the 2012 program theme Curl Up with a Good Book) as well as a program for teens (the 2012 theme Jump Into Reading).

East Central Regional Library --Barbara Misselt, Director
Administrative Services Manager Shari Wilcox has submitted her notice to retire at the end of the year. Shari has worked here for 38 years. She was initially hired by Darro Willey, and has worked for 5 ECRL directors. We have received many applications, and hope to have at least a 2 week overlap of employees the end of December. Staff members are noticeably uneasy and worried about what will happen without Shari. No one remembers Headquarters with anyone else in that position.

The county portion of the ECRL budget is flat for 2012. We will grant step increases but no cost of living for the 3rd consecutive year. 5 of 6 counties have given preliminary approval, and it appears that we will be reducing service in Isanti County by 10%, according to terms of the Joint Powers Agreement.

New Branch Librarian at Pine City is Sarah Biro. She got her MLS from Drexel and formerly worked at GRRL, Anoka County, and St. John’s. The community is very supportive, and invited Sarah and retired Director Christy Koch to be grand marshals for their summer parade.

ECRL re-negotiated the lease for Headquarters space following a market analysis of rental rates in Cambridge. The lease payment for 2011 is $68,222 and the payment for 2012 is $44,392 ($23,830 decrease). ECRL will sign a one-year lease, and continue to consider other options for the Headquarters location.

The Legacy Committee has encumbered all of the 2012 funds, and is working on 2013. While initially it was hard for them to think of spending what they considered large fee amounts, they’re having a much easier time now that they’ve seen some successes. They have defined and embraced standards and are not having trouble saying “no” to programs that don’t meet their standards.

Lake Agassiz Regional Library --Kathy Fredette, Director
Mango Languages
Effective May 1st, LARL customers have access to the Mango Languages database. Our annual subscription includes: 70+ language courses including English. We plan to drop the ValueLine and Morningstar financial databases, which have not been used as much as anticipated, in December, which will free up a portion of the electronic resources budget to cover the annual subscription costs for Mango.

Lake Agassiz Digital Library (OverDrive)
So far we’ve leased 1,867 titles (1,341 eBooks and 526 eAudiobooks), hoping to have close to 2,000 titles available by year’s end. As of Oct. 24th, 1,239 customers had set up an account to use OverDrive (320 currently active). Since we went ‘live’ on April 4th, there have been 7,143 circulations which means and average of 35 digital check-outs per day.

Legacy
We signed another contract with Charlene Hudgins to be LARL’s Legacy Project Coordinator through June 2012. Because we heard loud and clear last time that there wasn’t enough lead time to promote events, Charlene has been busy planning branch/LINK Site programs/events to take place January through June 2012. The first year, LARL received $279,619 in Legacy funding. The second year amount was $225,542. The total amount for the coming year is $170,495 which includes (projected): 2.5% for administration, 14% for marketing/advertising, 9% for the project coordinator, 4% for library materials related to the programs, and the balance (72.5%) for programs. Over the first two years, LARL supplemented Legacy with close to $40,000 of in-kind staff time.
ILS Enhancements
There hasn’t been much time, with the LARL/NWRL Study going on, to stop and focus on it but LARL and NWRL recently signed on for some very exciting new software features through III (Innovative Interfaces, Inc.). These will be rolled out between now and 2013. We’ve become early adopters of the next generation ILS called Sierra, we’ll be adding a discovery layer called Encore, LARL is upgrading and NWRL will be adding Teleforms which calls customers about their holds and overdue items, we purchased the eCommerce software, Patron Self-Registration, AirPAC, and NWRL purchased additional self-checkout licenses.

Metropolitan Library Service Agency/MELSA --Chris Olson, Director
Lake Elmo Takes Action to Withdraw from Washington County Library
The Lake Elmo City Council has taken action to withdraw from the Washington County Library effective January 1, 2012. As a non-member of the county system, Lake Elmo will no longer be a participating member of MELSA… and thus, will become an unaffiliated library in the state. The city has started the process of creating a new, independent library… with a book drive and advertising for library consulting services. City leaders have indicated that they will reimburse any household in the city that wishes to purchase a non-resident fee card from another library system. The deadlock between the city and county basically lies with the county’s decision to eliminate the library building in the city due to budget shortages. Pat Conley and I will certainly be willing to discuss further if anyone has questions.

Personnel Notes:
Melinda Ludwiczak has accepted a full-time project manager position for MELSA. (For the last two years, Melinda has been serving a mobility re-assignment with MELSA from the Hennepin County Library. She will now be a MELSA employee.) She will continue her assignments with Legacy funds, the jobs and small business initiative… and will serve as staff liaison to the adult programming team.

Sally Lederer, MELSA’s Community Relations Manager, will be out of the office for a couple of months beginning in January, due to medical reasons relating with having her hamstring repaired.

MELSA’s Board of Trustees Changeover Takes Place in 2012
Three of the eight trustees for MELSA will be retiring from the Board at the end of this year. Long-term members, Peter Pearson (Saint Paul) and Commissioner Barbara Marschall (Scott County) have fulfilled their term limits. David Norrgard (Ramsey County) will be leaving the local Ramsey County Library Board and, thus, has decided to step away from the MELSA Board at the same time.

New Strategic Plans Focuses on 5 Learning Services
MELSA adopted its new strategic planning document in June and has agreed to focus on five learning services to assist its member libraries to deliver:
   a. Workforce skills development
   b. Lifelong learning
   c. Ready to Read
   d. Digital literacy
   e. Student support for success.
These areas will be the baseline for any new program developments for the region and will be considered as current activities are evaluated.

Sixth and Final Year of the Museum Adventure Pass
**Pioneerland Library System —Mark Ranum, Interim Director**

PLS continues to move toward shared head librarian positions with retirement of the Winsted librarian. This library will now be supervised by the Hutchinson head librarian with local staff in a non-supervisory role.

PLS is moving to a larger cargo van in their contracted delivery service. They now move 400,000 items each year. The other option was more frequent delivery, but that was seen as cost-prohibitive. The new cost will move from $60,000 to $72,000 per year, depending on fuel costs during the year.

PLS and PCLS will continue their multi-regional partnership, each contributing 30% of Legacy funds to a common pool for programs. The big program for 2012 will be a library night at the Laura Ingalls Wilder pageant, with 1,200 patrons bussed to Walnut Grove.

PLS went live with downloadable audio books and eBooks via Overdrive on June 15th. As of October 12th there are 528 items in the collection (with additional items being added on an ongoing basis) and 1,843 checkouts by 704 registered patrons. PLS has allocated $15,000 for Overdrive collection development in 2011. $12,617 has been spent so far.

The Interim Director work is progressing well with a decision on continuation scheduled for January.

**Plum Creek Library System --Mark Ranum, Director**

**Buildings and Staff**

PCLS has an inordinate number of new actual and potential buildings percolating around the system at the moment. The amount of my time spent consulting on building projects and advocating for funding from cities and grant sources has increased. Marshall’s new building is almost ready, although reusing the old shelving has proved to be a problem, with the disassembly going fine but reassembly being a huge problem. When Bob Boese was interim Director, he recommended against reusing the old shelving for this reason.

Nobles County new Director, Julie Wellnitz, has started and she is absolutely terrific. She is a former school library media director and is on a steep learning curve to public libraries.

One city, one county, and the Pipestone school district all failed to meet MOE for 2010. I don’t think there will be a problem resolving the city, but the county was off by 10% and Pipestone school continues to be a problem for past MOE failures.

**Koha**

PCLS signed the consulting and migration contract with ByWater Solutions for the Koha Project. ByWater had the lowest bid and has the most experience and qualifications for our specific project. The timeline for the project includes testing in late November / early December with a decision to be made in December on whether Koha will meet our needs. A test server is being prepared with actual PCLS bibliographic, patron, and transaction data, and circulation rules for each library and the system to test. If all goes well, we would migrate to the new system in late January after extensive training.

**New Delivery Driver and Schedule**

After consultation with the member library directors, PCLS is testing a 4-day per week delivery. Libraries previously on the Monday, Wednesday, Friday delivery now receive Monday, Thursday delivery. Libraries previously on the Tuesday, Thursday, Saturday delivery now receive Tuesday, Friday delivery. While a few library directors have been concerned about service delays in obtaining materials for patrons, the vast majority of library directors have expressed approval of the change. We have rehired Clint Koster, former delivery driver for PCLS, as the new full time delivery driver. He has been working out very well and is also able to use his construction skills to modify the truck interior for the heavier loads.
Southeastern Libraries Cooperating/SELCO --Ann Hutton, Director

Minnesota Library Association

The southeast was well represented with both participants and presenters. SELCO staff and Board Members presenting at this year’s conference were:

- Aurora Jacobsen, Information Services Librarian – *If You Encourage Them, They Will Come: Strategies for Building eBook Circulation*. Aurora was also a panelist along with Lezlea Dahlke, Youth Services Librarian at the Winona Public Library, and Children’s Librarian Frances Veit, Buckham Memorial Library – Faribault – *Organize Your Ordering: Buying Materials for Children’s Collections*
- Donovan Lambright, Automation Librarian, and Michael Flores, User Technology Manager – *Libraries in the Cloud*. Donovan will provide an abbreviated version at the upcoming Board meeting.
- Mollie Pherson, Regional Librarian, and others – *Minnesota and ALA Library Certification*
- Michael Scott, Assistant Director and 2011 MLA Legislative Committee Chair, with other panelists – 2011 Minnesota Legislative Session Rewind
- Judith Schotzko, President of the Board of Directors, and I with three others – *Library Trustee 101*
- Rachel Gray, Information Services Librarian, and Brian Lind, Reference Librarian at Rochester Public Library with others – *A MILE in Our Shoes: Lessons Learned from the MLA Leadership Program*

RLBSS

Aimee Lake, Finance Manager, and I have proposed budget revisions for consideration by the Finance Committee following notification from the Minnesota Department of Education (MDE) that SELCO will once again receive a reduction in funding, this time totaling $70,121 in the Regional Library Basic System Support (RLBSS) grant.

County Contracts

Contracts are circulating Houston County gathering signatures on a new three-year contract that will begin January 2012 with a 3% cost of living adjustment in each of the three years. SELCO serves as fiscal agent and distributes all of the county funds to the libraries based on rural use.

The four libraries, Plainview, Lake City, Wabasha, and Zumbrota, will receive less county financial support during the next three years, 2012-2014, based on a new contract. The Wabasha Library Negotiating Team proposed flat funding for 2012 and 1.6% cost of living adjustment for 2013 and 2014. This offer was rejected and Wabasha County officials initially proposed a 14% reduction. The group finally settled on a 10% reduction to $141,500 for each year of a new three-year agreement beginning January 2012.

Rice County Commissioners approved a 2% funding increase for 2012. I am preparing a one-year contract for signatures.

Personnel Update

Cheryl Hill joined the SELCO staff as the new Technical Services Librarian on August 1. She is the former Director at the Van Horn Public Library in Pine Island. On August 17, SELCO staff celebrated the longevity of fellow staff members. Honoring ten years - Dave Stenman and recognizing five years – Mike Flores, Carla Johnson, and Mollie Pherson. Staff members Diana Reese and John Geers were invited to return to work following July and August furloughs. At the end of October Carla Johnson, Cataloging Services Librarian, will depart SELCO for new challenges. Emily Kittelson will join the staff full-time as SELCO’s new Cataloging Librarian. She has been working part-time at SELCO and the Kenyon Public Library.

Viking Library System --Peg Werner, Director

Viking Library System sought flat funding from its six counties for the 2012 Budget year. At this time it looks as if most of the counties will agree to the request. Otter Tail County made the extraordinary move of proposing to find an additional 2% in their budget to increase the VLS request. There has been no word yet on whether or not they will be able to do that.
Viking Library System replaced its 2006 delivery van with an identical 2011 model. The delivery staff likes the Chevrolet 1500 Cargo Van Express. It is large enough for their purposes, easy to handle and has all-wheel drive. Three companies from the six-county region bid on the proposal with Schwieters Chevrolet of Glenwood submitting the winning bid. After outfitting the back with a partition and shelves, the price was just over $27,000.

A Long Range Planning Workshop was held at VLS Headquarters on September 21, 2011. Member library directors and guests were invited with the intent of learning how to complete a long-range planning process with special attention to strategic planning. Directors, board members, and city managers all attended. The discussion questions and examples were interesting.

Local library board meetings over the summer focused on the annual county reports and how the city, county and state funds work together to support library services in Viking Library System. Not everyone is well versed in how taxes are collected, by whom, and how the funds are spent to provide maximum services in a cost effective manner.

There continue to be retirements within VLS as there have been recently around the state. In addition to recent retirees Member Library Directors Patricia Conroy and Walt Dunlap, we’ve also received notice that the Wheaton Community Library Director, Marian Nelson is retiring as of November 1, 2011 and longtime Reference Librarian at Fergus Falls Public Library, Candy Herbert will retire on December 31, 2011.

Submitted by Chris Olson, Regional System Libraries Representative

Multi-county, Multitype Library Systems Report

Ann Walker Smalley, Director, Metronet
December 2, 2011

Central MN Libraries Exchange (CMLE) --Patricia Post, Director

The CMLE Board, Board alternates, and other key stakeholders, met at SCSU on Monday, November 21 to begin a Strategic Planning process. Jeanne Murphy, consultant from Strategic Solutions, led the group through a process to identify unmet needs across library types in Central Minnesota. Then, needs were prioritized to provide the beginnings of a new three-year strategic plan. Next steps include a review of mission and vision, and the creation of an annual operational plan that includes outcomes and performance indicators.

Patricia Post is concluding her nine-month commitment to the MCN Performance Management Leadership Institute. This experience has provided new avenues of support and resources around governance, assessment, planning and organizational change, human resources, finance, public policy, strategic alliances and collaboration. The consultant’s time for our recent Strategic Planning was included as part of this Institute. At the MLA Conference, Patricia provided a breakout session with two colleagues from the Institute experience, and detailed how libraries might benefit from a performance management focus.

The SCSU university library provided funding for a three-day Virtual Educause Conference experience in the Miller Center from October 19-21. CMLE was a partner in hosting the event, and promoted the event regionally. Live links were sent out after the event for those who were unable to physically attend. Next year CMLE will also consider offering a Virtual AASL Conference experience.

On September 27, CMLE hosted its annual fall meeting/workshop at St. John’s University. Fifty-three participants enjoyed a dinner in the Great Hall, in addition to some popular content, too. Matt Lee, Minitex trainer, did a presentation on the new ELM portal. Author Jonathan Friesen gave a great talk about his books, and the students who are different, odd, or marginalized. About half of the attendees saw the new ELM portal for the first time, even though it had been available for several months. And as a result of the portal demo, 28% felt they could personalize
it, and 88% felt their ability to share ELM information with end users was enhanced as a result of their attendance. Last but not least, 97% of attendees established at least one new relationship in the region as a result of their attendance and participation at this event.

CMLE is gathering an informal planning group of academic librarians and school media specialists from Central MN in December. This group will discuss information literacy as it applies to their work and their students. Hopefully, the group will find value in convening a larger gathering of like professionals to work together to ensure that students are both college ready as entering freshmen, and college able after they are in college! CMLE has access to both groups of people, and this activity of cooperation across library types perfectly supports our mission. It is sometimes difficult to provide our academics with relevant programming, but this topic is of keen interest to academic Information Literacy librarians in our region. More about this as plans develop.

**Metronet — Ann Walker Smalley, Director**

LeAnn Suchy, MILI program manager, received the MLA President’s Award at the MLA Conference. The award was given to her by Robin Ewing, MLA President, for her work on the Communications Committee.

MILI is off to a good start in both districts.

History Day@your library was cancelled due to too few session submissions. We will try again next year.


Both Ann and LeAnn are on the regional planning committee for the Library Technology Conference that will be held Macalester in March.

Metronet awarded 3 scholarships to the American Association of School Librarians Conference in Minneapolis and one to the Minnesota Library Association.

Metronet staff recently participated in the following conference presentations:

- Things In a Flash, MLA—LeAnn
- New to the Game? New Members Session at MLA—Ann
- History Day @ Your Library Coalition, American Association of School Librarians (AASL)—Ann
- Information Literacy, 21st Century Skills, and Teacher-Librarian Collaboration in Schools, AASL—LeAnn

**North Country Library Cooperative (NCLC) — Linda Wadman, Director**

North Country Library Cooperative sponsored two e-reader/ebook workshops with trainer Laurie Slattengren of the Duluth Public Library, one on July 14 and the second on August 24. Between the two workshops there were sixteen who attended the session with featured information on Nooks, Ipads, and Sony readers as well as demonstrations on how to download audiobooks and ebooks from Overdrive. Many participants brought their own devices for a hands on learning opportunity.

The NCLC Director presented a similar session on ebooks and ereaders at the Mountain Iron Public Library for more than twenty people. At the end of the session everyone had been able to successfully download an ebook from Overdrive and been introduced to other resources for finding free ebooks. There was a lively question and answer period and sharing of information among those present who included staff from other libraries. She will present another workshop on ebooks and ereaders at the Aurora Public Library on December 6. This workshop will focus on what to consider before you purchase an e-reader in addition to the process of downloading ebooks and where to find books to download. The demand for this just seems to be increasing.

Related to this is continued development of the technology toolbox so we will have the necessary equipment to demonstrate.
Seventeen scholarships were awarded to staff of member libraries to attend the annual MLA Conference in Duluth. Reports from those received scholarships are shared via the NCLC blog at: http://cooperativeconnection.blogspot.com/

The NCLC Director appreciated the roundup by Minitex staff on sessions they attended and share via a webinar format. This enabled one to get information on sessions that Minitex staff may have attended that others did not and share what they encountered. Since there were many good sessions offered concurrently it was a good way to get more out of the conference.

The merger task force continues to meet to review options. Since one member representing NCLC has left employment as a librarian, she had to be replaced on the task force as well as on the Governing Board. Jill Hietala, school librarian at the Virginia Public Schools, has agreed to fill the vacant position on the board. The seat representing NCLC on the task force was filled by Laurel Chilcote, the academic library representative on the Governing Board.

Northern Lights Library Network (NLLN) -- Kathy B. Enger, Executive Director

Ruth Solie’s Retirement Open House
NLLN is sponsoring Ruth Solie’s open house on December 10, 2011, in Room 101 of the Conference Center (West entrance) of the Minnesota State Community and Technical College, Detroit Lakes campus (Address: 900 Highway 34 East) from 1 p.m. – 3 p.m. Everyone interested is invited to attend. 100 copies of a flyer announcing the event were sent to 55 member libraries and approximately 140 invitations were sent to professionals associated with Ruth. Joan Larson is leading a tribute from 1 p.m. – 1:30 p.m. and a reception with cake, coffee, nuts, and mints follows the tribute.

Audit – FY2011
Northern Lights Library Network (NLLN) FY2011 audit by Eide Bailly was completed in October 2011.

IRS 990 Form, 501.c3
The 990 IRS nonprofit status form for 2010 was completed and sent to the IRS electronically on October 24th.

Four Policies: Conflict of Interest Policy, Whistleblower Policy, Document Retention and Destruction Policy, Fund Balance Policy
Section B, questions 12a-14, of the IRS 990 2010 form asks if NLLN has written policies on Conflict of Interest, Whistleblowing, and Document Retention and Destruction. The answer whether NLLN has written policies is “no” for the 2010 tax year. The IRS recommends that 501.c3 organizations hold these policies, suggesting “that a well-governed charity is more likely to obey the tax laws, safeguard charitable assets, and serve charitable interests than one with poor or lax governance.” In addition, a new form from the U.S. Government Accountability Office ruling GOASB 54, as of June 30, 2011, requires a Fund Balance Policy. The four policies were written and will be added to the NLLN Policy Manual following the December 10, 2011 board meeting.

Performance Management Leadership Institute (PMLI), Minnesota Council of Nonprofits
NLLN will be represented in the 2012 Performance Management Leadership Institute. Kathy Enger was invited to participate in the Minnesota Council of Nonprofit’s Performance Management Leadership Institute (PMLI) and will attend training once a month throughout 2012 at the Initiative Foundation’s offices in Little Falls. All expenses associated with the Institute are paid ($6,000+) and sponsored by the following organizations: Minnesota Council of Nonprofits, Blandin Foundation, Blue Cross and Blue Shield of Minnesota Foundation, Bush Foundation, Central Minnesota Community Foundation, Corporation for National and Community Service, Lloyd K. Johnson Foundation, Northland Foundation, Northwest Minnesota Foundation, and the West Central Initiative. The training is based on the Principles and Practices for Nonprofit Excellence which covers the nonprofit areas of: Role in Society, governance, planning, transparency and accountability, fundraising, financial management, human resources, civic engagement and public policy, strategic alliances, and evaluation. Participating agencies receive approximately $1,000 in consulting time that can be used to implement a SMART Public Relations Plan.
Sharing Of Resources Among All Participating Libraries

The Minnesota School Library Data Project and the National Center for Education Statistics (NCES) Along with Bruce Pomerantz, Library Development Specialist with State Library Services, Minnesota Department of Education, NLLN is represented on a committee to design, collect, and disseminate school library media data for the State of Minnesota. Kathy Enger will be serving on the committee on an ongoing basis as the data is collected and analyzed and will be contacting school library media specialists in the NLLN region to assist them in completing the online survey. Kathy also joined Bruce in two meetings with state library media directors from around the country (via conference call and at the AASL annual conference), to investigate the possibility of using the NCES database for extrapolating data to support the use and continuance of library media centers in Minnesota and around the country.

Long-Range Planning For Cooperative Programs

A Planning Guide for Empowering Learners: Guidelines for School Library Programs from the American Association of School Librarians (a division of the American Library Association) available through Encyclopedia Britannica Digital Learning ($35/yr.)

NLLN subscribed to the Planning Guide in order to provide a resource for school library media specialists in the region for collecting and reporting with data that shows the effectiveness of school library media programs. Resources are diminishing at some school library media centers in the NLLN region and it was learned at the AASL national conference in October that media centers around the country are closing, or that school media specialists are becoming more responsible for managing media centers with fewer resources. The Planning Guide is a rubric, with measurable outcomes, (including outcomes, or research objectives, planning charts, and action plan worksheets) that media specialists can use to show the effectiveness of their programs. NLLN also purchased the book, Something in Common: The Common Core Standards and the Next Chapter in American Education (Harvard Education Press), which provides theoretical and background information for the Planning Guide.

Minnesota Book Awards

Northern Lights Library Network is participating in the Minnesota Book Awards, again. Kathy Enger will be serving as a final round judge for the General Nonfiction category of the Minnesota Book Awards, will receive the four finalist books in the General Nonfiction category on January 30, 2012, and will attend a meeting at the Open Book, The Loft Literary Center on March 3, 2012.

Advisory Committee of The Minnesota Braille and Talking Book Library

Kathy Enger applied to be a member of the advisory committee for the Minnesota Braille and Talking Book Library to work on long-range plans for the library. The Commissioner of Education makes the appointment and there is a $55 per diem plus expenses. Meetings are held on a quarterly basis in Faribault or the Twin Cities.

Library Strategies

Kathy Enger spoke with Sue Hall, a coordinator with Library Strategies, a library consulting firm in St. Paul (see: http://www.librarystrategiesconsulting.org). Sue is developing a strategy for the Northern Lights Library Network to engage NLLN members in actively participating in future NLLN initiatives.

Development Of A Delivery System For Services And Programs

NLLN Continuing Education Scholarship Program

Sixteen scholarship recipients received remuneration for attending the Minnesota Library Association (MLA) annual conference in Duluth, October 12-14 (10 paid); the American Association School Librarians (AASL) conference in Minneapolis October 25-30 (3 paid); Branch Out (2 paid); iPads for Educators (1 paid). The total support for continuing education in the region to date is $5,250.28.

Portable U Winter Event sponsored by Minnesota Educational Media Organization (MEMO) January 27, 2012

NLLN is working with Sally Mays, president of MEMO, to bring the Keynote address and Wrap-up session of the Portable U event in a live stream to members of the NLLN region.
Development Of A Bibliographic Database
Destiny Online Catalog
The online catalog continues to function smoothly through Region I. Destiny training will take place through Adobe Connect and with Follett trainers in February or March of 2012. Several library media specialists in the NLLN region have already expressed interest in training.

Communications System Among All Cooperating Libraries
Adobe Connect
NLLN is purchasing Adobe Connect to use for online webinars and for Follett training in early 2012. NLLN is working with Mary Ann Van Cura to make this happen in the NLLN region.

NLLN Library Website
The NLLN library website has been updated, with more to come. Please check it out at: www.nlln.org.

Creating a SMART Public Relations Plan
SMART Plan Concepts (Specific, Measureable, Achievable, Relevant, Time Specific). Specific: The plan has tangible goals and actions; Measurable: The plan is assessed through pre-defined quantitative and qualitative criteria that are regularly reviewed and may be used to generate modifications to the plan based on audience behaviors and changes in strategic direction; Achievable: The plan is realistic in scope and for the assigned budget; Relevant: The actions and goals are important and resources are assigned for the completion of the plan; Time specific: The plan has short and long term goals that are reviewed periodically by stakeholders. The SMART Public Relations Plan for NLLN can be executed by David Wahlberg, Ph.D., an expert in communication management. Dr. Wahlberg has met with Kathy Enger once and is interested in working with her on a public relations plan for NLLN, using the funding available for a consultant from the PMLI.

Library Advocacy
Minnesota Council on Nonprofits Minnesota Participation Project “Get Out and Vote, 2012”
NLLN is working with Jeff Narabrook of the Minnesota Council of Nonprofits to design a program to “Get Out and Vote in 2012” for citizens in the Northwest region of the state through NLLN member libraries in order to educate citizens on where they vote and how they register to vote. The Minnesota of Nonprofits website states the following: “Nonprofit organizations play a central role in the democratic process by providing a means for individuals to deliberate on public policies and decisions that affect them. To the extent possible, nonprofit organizations should engage constituents in public policy and advocacy activities as a means to fulfilling their missions and promoting community interests. Open communication and consultation between policy makers and constituents of nonprofit organizations contribute to well-informed policies and effective implementation of them” (http://www.minnesotanonprofits.org/nonprofit-resources/public-policy-advocacy).

Member-at-Large for the Public Library Division of the Minnesota Library Association
NLLN is seeking active participation in the Public Library Division of the Minnesota Public Library Association. Kathy was on the Minnesota Library Association ballot to be one of two members-at-large for the Public Library Division executive committee the week of November 7, with the following statement: “Local and state government aid is necessary to fund public libraries. In order to continue local and state funding at levels that sustain public libraries, constituents must become aware of the proposed cuts in state aid to cities and counties. Strong support of libraries takes place at the local level. Public libraries are in a strong position to inform citizens of the services provided to them and of the dependence of those services on local and state funding. Every citizen in our state deserves access to information in order increase knowledge and improve quality of life. If chosen as a member-at-large for the Public Library Division of the Minnesota Library Association, I would advocate for sustained and increased funding for public libraries in our state and support areas in the Public Library Division of MLA that ensure citizens find ways to support their libraries.
Publication and Presentations
Several initiatives Kathy began at North Dakota State University came to fruition, recently, including one publication and two presentations:


Southcentral Minnesota Inter-Library Exchange (SMILE)  *Dayle Zelenka, Director*
Jessica Zachow came on staff as my Administrative Assistant in July. She is paid 25% by SMILE, 75% by TdS. We have updated our membership rolls and are working to otherwise clean up our database.

SMILE sponsored a table at a local Holiday Expo, distributing information gathered from many regional libraries. It was a great success and will be repeated next year.

SMILE has been heavily occupied with exploring and negotiating e-book licensing for both school and academic platforms. We are working with SOCRATES on the project. All processes are still ongoing.

Southeastern Libraries Cooperating (SELS)  *Michael Scott, Assistant Director, SELS/SELCO*
Library Legacy
Library Legacy funding was reduced from $4.25 million to $3 million for statewide initiatives in each year of this new biennium. MDE uses the RLBSS formula to calculate the regional distribution of the Library Legacy appropriation. Since SELCO’s portion of RLBSS has suffered a reduction due to lost property values in the Metro, SELCO’s portion FY2012 will be $316,008. This is a reduction from $514,072 and $459,485 in FY2010 and FY2011 respectively. These funds will be available to not only public libraries in the SELCO/SELS region, but also to all SELS members.

The following projects/programs will be funded for FY2012:

- Regional Newspaper Digitization Project to digitize a newspaper from Freeborn County
- Community Collaboration subgrant program that awards funds to member libraries and library partners
- Vetted Programs are a set of “turnkey” programs that have been put together into a catalog available to SELCO/SELS member libraries. More information can be found at [http://www.selco.info/display/vetted/Vetted+Programs](http://www.selco.info/display/vetted/Vetted+Programs)
- Minnesota Book Award (MNBA) Author Tour and Book Club in a Bag will include a Winter 2012 tour featuring MN photographer Doug Ohman and a possible Spring/Summer 2012 tour featuring MNBA authors and illustrators. The Book Club in a Bag kits feature MNBA winners and can be booked through the SELCO office.
- e.a.s.e.l. (Experience Art in Southeastern Libraries) is a traveling art exhibit and will start its second exhibit in January 2012 through June 2013.
- Poetic Strokes is a regional poetry contest for poets in SE Minnesota with selected poems being published in a single volume.
- Statewide Legacy Programming that includes vetted programs from the Minnesota Historical Society and the Minnesota Alliance of Local History Museums and National History Day.
Personnel Updates

Cheryl Hill has been hired as Technical Services Librarian. Cheryl was previously the library director for the Van Horn Public Library in Pine Island, MN.

Emily Kittelson has been hired as Cataloging Librarian. Emily has been with SELCO as the Cataloging and Delivery Assistant.

SELCO is in the process of finding a new System Manager in its Information Services department as Mick Reese has accepted a position with Mayo Clinic.

Minnesota Library Association

The 2011 MLA Annual Conference saw librarians and trustees from the southeast well represented both as participants and presenters sharing their expertise. SELCO staff and Board Members presenting at this year’s conference were:

- Aurora Jacobsen, Information Services Librarian – *If You Encourage Them, They Will Come: Strategies for Building eBook Circulation*
- Aurora was also a panelist along with Lezlea Dahlke, Youth Services Librarian at the Winona Public Library, and Children’s Librarian Frances Veit, Buckham Memorial Library – Faribault – *Organize Your Ordering: Buying Materials for Children’s Collections*
- Donovan Lambright, Automation Librarian, and Michael Flores, User Technology Manager – *Libraries in the Cloud*. Donovan will provide an abbreviated version at the upcoming Board meeting.
- Mollie Pherson, Regional Librarian, and others – *Minnesota and ALA Library Certification*
- Michael Scott, Assistant Director and 2011 MLA Legislative Committee Chair, with other panelists – *2011 Minnesota Legislative Session Rewind*
- Judith Schotzko, President of the Board of Directors, and I with three others – *Library Trustee 101*
- Rachel Gray, Information Services Librarian, and Brian Lind, Reference Librarian at Rochester Public Library with others – *A MILE in Our Shoes: Lessons Learned from the MLA Leadership Program*
- SELCO offered scholarships to help defray conference expenses and extend local travel budgets. Scholarship recipients included:
  - Heather Acerro, Rochester Public Library
  - LaVonne Beach, LaCrescent Public Library (*unable to attend due to family emergency*)
  - Janet Brandt, Red Wing Public Library
  - Lezlea Dahlke, Winona Public Library
  - Bonnie Krueger, Owatonna Public Library
- Staff and scholarship recipients blogged their experiences. Look for posts to The SELCO Librarian, all tagged with mnlb11, as well as conference tweets with #mnlb11. [http://www.selco.info/display/TSL/The+SELCO+Librarian](http://www.selco.info/display/TSL/The+SELCO+Librarian)

AASL Conference

SELS was able to give four scholarships to school library media specialists from the region to attend the American Association of School Librarians (AASL) 15th National Conference in Minneapolis, October 27-30, 2011. Scholarship recipients included:

- Laura Gudmundson, Media Specialist for Kingsland Public Schools
- Barbara Haynes, Media Specialist for Rochester Public Schools
- Renita Irvin, Media Specialist for Stewartville Public Schools
- Susan Richardson, Media Specialist for Sunnyside Elementary School in Red Wing

Michael Scott, Assistant Director, also attended AASL. Look for posts to The SELCO Librarian, all tagged with aasl.
Southwest Area Multicounty Multitype Interlibrary Exchange (Sammie) — Reagen Thalacker, Executive Director

Executive Director

9/7/11 - Reagen met for the first time with all of the Pioneerland Head Librarians. This gave her a chance to introduce herself and find out more about how the Pioneerland Library System works.

9/31/11 - Reagen met for the first time with the Plum Creek Head Librarians. This gave her a chance to introduce herself and find out more about how the Plum Creek Library System works.

10/11/11 – Reagen spoke at the local Marshall Rotary Club meeting. There she spoke a little about who Sammie is and what it provides to the region.

10/19/11 – Reagen attended her first meeting of the Legacy Grant Committee for the SW MN region.

Reagen continues in Sammie’s new directive to build better relationship with their school library Sammie members by visiting member libraries. During her visits she converses with the individual running the school library (paraprofessionals, school media library specialist, etc.) about what they know about Sammie, what challenges/issues they face, what they’d like to see for the future, and what Sammie can do for them. The information gathered from these meetings will be helpful in determining what new avenues Sammie can carve in providing more services for school libraries.

Strategic Planning process for Sammie is in its beginning stages.

Sammie Events

ELM Training - September 29-30 – Slayton & Willmar, MN
Training on ELM was provided to Sammie members. Members were able to learn more about ELM’s new look and the various resources that are available to them and their patrons. Two sessions were given in two regional locations so as to better accommodate members.

Scholarships

Minnesota Library Association (MLA) Conference – October 12-14 – Duluth, MN
Through Sammie’s scholarship process, 17 Sammie members were able to attend this conference. This conference is host to librarians from all walks in Minnesota. Some of our scholarship recipients were attending the MLA conference for the first time even though they’ve been serving as a librarian in Minnesota for several years. You can read more about their experiences at Sammie’s website at http://www.sammie.org/scholarships. American Association of School Librarians (AASL) Conference – October 26-30 – Minneapolis, MN
Sammie sent 6 members to this conference through its scholarship process. This national conference is dedicated to those who serve in some capacity with school libraries (elementary, middle, high, etc.). Being able to take advantage of the scholarships allowed Sammie members to mix with colleagues from not only a variety of backgrounds (rural, urban, etc.) but also from a variety of places (East Coast, international, etc.). Sessions ranged from advocacy to school library research to copyright in the 21st century and much more. You can read more about the scholarhip recipients’ experiences on Sammie’s website: http://www.sammie.org/scholarships.

Quarterly

Two individuals took advantage of the scholarships to attend ELM training. One individual used the scholarship to attend the Association of Bookmobile and Outreach Services (ABOS) Conference in Cleveland, OH where she presented on Wakanheza. And another individual utilized the Sammie scholarship to attend a multi-date e-book webinar series.

Teen Co-Op

Sammie is reaching their final stages on developing Game Kits (based on a SELCO model) to circulate within the two library systems.
23 libraries took advantage of the Teen Read Week $100 grants where they provided teen programming to their library in accordance with the 2011 theme of “Picture It” @ your library.

Plans have begun for the 2012 SAMMIE Teen Summit.

Plans have also begun to add a web forum component to the SAMMIE website.

Submitted by Ann Walker Smalley, Multi-county, Multitype Libraries Representative