

## LIBRARY ACTIVITIES MARCH 2014

### Work In Progress:

1. Performing routine duties. Learning and receiving ongoing training in circulation, technical services, administrative duties, supervisory skills, reference, acquisitions, new online systems, internet, children and teen services, publicity and promotions, fundraising, grant writing, etc. This pertains to all staff members.
2. Providing quality customer service to customers.
3. Circulation desk duties.
4. Ongoing training of all staff members. Training staff on use of databases, reviewing policy and procedures, customer service, conducting reference interviews, using Chain of Command and reviewing Town of Superior Personnel Policy.
5. Processing new items.
6. Revising Library Policy and creating a Procedures Manual. Once the Policy is reviewed by a committee I will submit a draft copy to Council for review and then once it is reviewed by council I will ask Council to adopt policy. If necessary, policy draft will be reviewed by Town Attorney also. There have been many changes since our last policy was officially adopted by Town Council and I felt a need to make necessary changes.
7. Weeding out items that are old and no longer circulating in order to make room for new and up to date items. Old items will be given to Friends of the Library for book sale. These funds are used to purchase special items or services needed to better serve our customers.
8. Learning new Windows 7 and Office 7 newly installed on our computers.
9. Staff training on using E Reader devices in order to assist customers who come in and want to know how to check out eBooks.

### Upcoming Projects:

1. Membership drive and reorganization of Friends of the Library.
2. Forming a Teen Advisory Group and recruitment of volunteers.
3. Next step after finishing with revision of library policy will be putting together a Procedures manual. This will help when doing volunteer training because it will cover step by step procedures in daily duties for staff.
4. Gaming for kids and Story Time for toddlers and four year olds.

March 21, 2014, attended the Pinal County Library Federation meeting being held at Ira H. Hayes Memorial Library in Sacaton, Arizona.

## SUPERIOR PUBLIC LIBRARY CELEBRATES NATIONAL LIBRARY WEEK APRIL 13 – 19, 2014

### ***“LIVES CHANGE @ YOUR LIBRARY”***

Libraries and librarians have a powerful and positive impact on the lives of Americans on a daily basis. Their stories are key to communicating the value of libraries.

Libraries across the country are continually changing to adapt to the evolving needs and expectations of the communities they serve.

Communities nationwide will celebrate the contributions of libraries and library workers during National Library Week, April 13-19, 2014. This year's theme is “Lives Change @ your library.”

This year's Honorary Chair of National Library Week is Judy Blume. As Honorary Chair, Blume will appear in print and digital public service announcements (PSAs) promoting National Library Week. The PSAs, developed by the American Library Association's Campaign for America's Libraries, will be placed in magazines and online.

Libraries provide enrichment, enlightenment and entertainment, with free access to books, digital media and online resources. In challenging economic times, they also offer opportunity, with business centers that help support entrepreneurship and retraining.

Their spaces are filled with parents reading books with their children, students gathering research materials for their homework or adults looking for the latest health care information.

National Library Week celebrations include the release of the ALA's 2014 "State of America's Libraries Report" on April 14. The report highlights trends in the library world that impact their customers, and the release of the Top Ten Banned Books list.

April 15 is National Library Workers Day, a day for library staff, users, administrators and Friends groups to recognize the valuable contributions made by all library workers.

On April 16, National Bookmobile Day celebrates our nation's bookmobiles and the dedicated library professionals who provide this valuable and essential service to their communities every day.

April 17 is Celebrate Teen Literature Day, which raises awareness among the general public that young adult literature is a vibrant, growing genre with much to offer today's teens.

April is also School Library Month (SLM), a celebration of school librarians and the essential role that strong school library programs play in a student's educational career.

Recently, the Pew Research Center Internet and American Life Project. Reported 91 percent of the respondents said that libraries are important to the community, and 76 percent said that libraries are important to them and their families. The report showed that libraries are especially appreciated because people view them as leaders in technology.

The report also noted the increase in the number of users of library websites, as well as increases among African Americans, Hispanics, those age 16 to 29, and those with some college education.

Libraries are seen as having a mandate to intervene in public life. Seventy-seven percent want libraries to coordinate more closely with local schools in providing resources to children, and 77 percent want free early literacy programs for children. Overall, people look to libraries to help fix struggling schools and to help children learn to navigate new technologies and become critical thinkers.

National Library Week is also a time to stand up for libraries during a time when libraries continue to face challenges, with school libraries in particular continuing to suffer from a combination of recession-driven financial pressures and federal neglect, with the threat of elimination or de-professionalization of school library programs in some districts and some states.

Despite the widespread recognition of the value of school librarians, data from the National Center for Education Statistics show that the number of school librarians has decreased steadily since 2007, with a 4.3 percent drop in 2010-2011. In Texas, cuts in the number of librarians (9 percent) were more than double the combined cuts in classroom teachers (2 percent) and counselors (3 percent).

Still, despite widespread budget cuts, many schools, districts, and states are making a commitment to school library programs, acknowledging that strides in public education cannot be successful without a fully staffed and funded school library program.

- In Seattle, students at two elementary schools are benefitting from expanded literacy programs and library resources this school year, thanks to a one-year pilot-program partnership with the Seattle Public Library funded by a \$91,000 grant from the Paul G. Allen Family Foundation. The grant allows SPL to loan books and materials to the students, provide special library cards to school teachers and librarians, and introduce a Raising a Reader program.
- In Chicago, the Back of the Yards branch of the Chicago Public Library is also serving as a school library for students attending the new Back of the Yards High School next door. The library has two teen librarians, a children's librarian, and a branch librarian who is also a K-12 media specialist.
- In Worcester, Massachusetts, the One City, One Library initiative, a collaboration of the city, schools, public library, and community organizations, hopes to open libraries at a number of schools that do not have them or to refurbish school libraries that have been closed. The down side: All but three Worcester elementary schools lack a librarian.

First sponsored in 1958, National Library Week is an annual observance by the American Library Association (ALA) and libraries across the country each April.

Visit Superior Public Library and take advantage of all the resources that are available for you!

See your tax dollars at work and what you get for your tax dollars.

**SUPERIOR PUBLIC LIBRARY**  
**REPORT FOR:**  
**MARCH 2014**

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
<b>CIRCULATION:</b>												
BOOKS	526	535	499									
COMPUTERS	269	312	308									
AUDIO/VISUAL	738	642	778									
PERIODICALS	40	17	36									
... borrowed & loaned	45	22	24									
TOP USERS (per day)	12	8	7									
BOOKS	25	11	8									
<b>TOTAL</b>	<b>1655</b>	<b>1547</b>	<b>1660</b>									
<b>PEOPLE PER DAY:</b>												
<b>AVERAGE NUMBER)</b>	95	85	96									
<b>INVENTORY:</b>												
ITEMS ADDED	192	199	236									
ITEMS WITHDRAWN	270	42	565									
<b>TOTAL INVENTORY</b>	<b>22,819</b>	<b>22,976</b>	<b>22,647</b>									
<b>REVENUE:</b>	<b>\$227.38</b>	<b>\$182.40</b>	<b>\$323.35</b>									
(Revenue is turned in at the end of each month. Includes fines, copies, fax charges, lost or damaged books, etc.)												

Respectfully submitted,  
 Josie O. Campos, Library Director