

---

## WLS Department Reports March 2015

### *CATALOGING SERVICES*

*Contact: Douglas Wray, Manager [231-3243]*

On January 15<sup>th</sup>, Manager of Cataloging Services Douglas Wray attended the Public Library Directors Association's (PLDA) Cataloging Committee Meeting at the White Plains Public Library. Mr. Wray discussed his November presentation to the WLS Board of the benchmark comparisons of local cataloging services and requested a PLDA vote on a specific cataloging policy which would affect a catalog clean-up project about to be started by SirsiDynix. Mr. Wray also attended the March General Membership Meeting of PLDA to elaborate on the aforementioned cataloging policy which was approved. With the assistance of WLS Information Technology (IT) Department's Melanie Carnes, Mr. Wray continues to work with SirsiDynix and the member libraries to ensure a successful clean-up of the catalog.

Mr. Wray participated in this year's New York Library Association (NYLA) Library Advocacy Day to Albany and met with State Senator David Carlucci's Aide Jordan Hollar and Assemblywoman Amy Paulin to promote increased support for Library Aid.

Three examples of original cataloging done by Mr. Wray recently include:

*Why hire Jennifer? : How to use branding and uncommon sense to get your first job, your last job, and every job in between* / by Richard W. Lewis

Vocational guidance, written by a Dobbs Ferry resident; Cataloged for White Plains Public Library.

*Learn & Grow: Amy's Greenhouse* / by Karen Hessel; portrait photography by Anna Piliero

A children's picture book about a memorial to a young victim of the September 11 attacks, located at the Henry Barnard Early Childhood Center in New Rochelle, New York; Cataloged for New Rochelle Public Library.

*The Barretts of Bedford: a History and Heritage* / text by Joann Mackenzie, based on the research of Katharine Barrett Kelly; cover, graphics, and transcriptions by Kathleen Valentine

Local genealogy and history, written by a Westchester County resident; Cataloged for Bedford Free Library.

**Bilingual Story Times:** Nancy Coradin, Spanish Language Cataloger, conducted two bilingual story times at the Mount Vernon Public Library with 28 attendees. Ms. Coradin discussed starting a bilingual story time with Bonnie Tjomstol, Children's librarian in Harrison Public Library West Branch. Ms. Coradin assisted The Field Library with weeding of their Spanish collection visited The Bilingual Publications Co. to select Spanish language adult materials for the Central Library Collection. Cataloging of Spanish language materials for the Central Library Collection was also done.

Discussions were held with Chris Shoemaker, Director of the Rye Free Reading Room, regarding bilingual programming in Spanish & Chinese and with Mary Esbjornson, Director of Bedford Hills Free, regarding programming, the marketing of programs, and how to encourage under-served communities at the library. Ms. Coradin will supply the structure and content for 3-4 programs at Bedford Hills, while they recruit language facilitators to sustain the programs.

**Outreach Services:** Plans are underway for our Annual WLS Multi-Language Book Fair to be held on Tuesday, April 7<sup>th</sup>, at the Ossining Public Library. Sponsorships for the event are being explored; innovative marketing is being developed; and volunteers to assist with manning the WLS welcome table and spreading the word about the event are being sought. Carry Cubillos, Cultural Programming Specialist of the Ossining Public Library, is helping to plan this year's Fair and is focusing on securing book vendors, community organizations, and local restaurants to participate at the Fair. Meetings are planned with the Ray Sanchez, the Ossining School Superintendent, and Mirla Puello, Director of Dual Language Programs, to attract dual language teachers and media specialists to attend. This year's Multi-Language Book Fair is promising to be another great event.

In February, the Westchester Librarians Serving Latinos Meeting (12 attendees, including directors, librarians and clerks from 9 libraries) focused on the topic of the Personal ID card issued by the County Clerk's Office similar to New York City's Municipal ID card and below are highlights of the discussion:

- An important aspect of the NYC program is that it is a collaborative effort, including profit, non-profit, and governmental agencies. The card is available to all residents of NYC, but it is particularly valuable to immigrants and vulnerable populations—undocumented immigrants, the homeless, foster youth, the elderly and the LGBTQ (lesbian, gay, bisexual, transgender, questioning) community.
- The speaker, Adam Rabinovich, Deputy Director from Neighbor's Link, emphasized that in order to form an initiative for the Westchester ID card to offer similar benefits to that of the NYC card, many organizations must be on board, including our elected officials.

Other events attended by Ms. Coradin included the March PLDA General Membership Meeting, where she spoke about the importance of language collections in libraries; and the Youth Mental Health First Aid Workshop facilitated by Elena Falcone, that offered a wealth of information for youth service providers to be able to identify a youth in mental crisis and possible steps to assess the risk of suicide in youth and to de-escalate an outburst or an 'acting-out' episode of troubled youth. Ms. Coradin was invited by the Ministry of Spain to a conference titled, *Publishing Spanish Authors in English*. This conference gathers U.S. book publishers, magazine editors, literary critics, and organizations that promote Spanish literature to explore relevant issues in publishing Spanish authors in English in the U.S.

### ***PUBLIC INNOVATION AND ENGAGEMENT***

***Contact: Elena Falcone, Director [231-3240]***

New faces and a new role:

- Allison Pryor, Outreach Services Assistant – Allison is currently a student at Westchester Community College. She will be working to support all program activities, with a special focus on TASC and YS programs. Allison replaces Julie Ann Polasko in this role.
- Julie Ann Polasko, now the head of the General Library at Sing Sing Correctional Facility, will continue to work with us a few hours each week to complete several programs supporting correctional services at the State and County level.
- Barbara Verdi Del Rowe, TASC Connect! Program Coordinator – Barbara joins Brenda Praga as a Program Coordinator for our high school equivalency tutoring program. Barbara has experience as a content developer and literacy volunteer.

### **ADULT SERVICES OUTREACH**

#### **Westchester Seniors Out Speaking (WSOS)**

Target audience – seniors, low-income seniors

- The monthly education update meetings were held on February 23<sup>rd</sup> at WLS and March 16<sup>th</sup> at Greenburgh Public Library. The sessions included: Medicare Rights Center education on *Speaking with Your Doctor, How to Pay the Least for Your Health Care*, and *Fully Integrated Dual Advantage (FIDA)*, a managed care initiative for those on both Medicare and Medicaid; the March guest speaker was Lynda O'Hanlon from WestFair Rides.

- WLS/WSOS hosted the year's first meeting of the County's Medicare Collaborative on March 16<sup>th</sup>. Participants included staff from WSOS and Department of Senior Programs and Services (DSPS). Key topics covered included an exchange of information on how the transition to Medicare is being addressed for those who are low income and on Medicaid. CHECK
- Active recruitment for new volunteers has been underway. We are in special need of volunteers who can serve in the southern part of the County. Our next new volunteer training is scheduled for the last week of April.
- In February, DSPS conducted its annual audit of the records of the WSOS program related to the Medicare Minute activity.
- Volunteer Julie Woodward has scheduled more than 10 presentations for late spring (April/May). These sessions engage teams of volunteers and place us in a number of new venues among new audiences for our WSOS services.

### Other Senior-Directed Outreach

- Elena Falcone attended the monthly meetings (2/6, 3/12) of the Westchester Public-Private Partnership Senior Law Day committee.
- On March 19<sup>th</sup>, Ms. Falcone was a panelist for *Reimagining Connections*, a program sponsored by the Collaborative for Age Friendly Communities.
- Representing WLS and WSOS, Ms. Falcone attended the 1/23 Aging in Place Legislative Speak Out held at the Westchester County Center.

### TASC Connect!

Target audience – low-literate adults

- Active recruitment for new volunteers is underway. Our next new volunteer training is tentatively scheduled for mid-May.
- Working with Pat Braja and Robin Osborne, WLS submitted a proposal to Impact100 for Access-2-Math, a project to train our tutors to deliver math instruction aligned with the new high school equivalency exam, i.e., to be able to demonstrate both knowledge and the ability to explain how an answer was derived. A math teacher, experienced with the Common Core and adult education, will develop appropriate instructional materials, teaching strategies, and assessment tools for our library-based program. Our goal is student success through enhanced tutor confidence and effectiveness.

### AARP Foundation Project

Target audience – low-income older adults

- The AARP Foundation grant program was launched on March 3<sup>rd</sup> at the New Rochelle Public Library as ["Pull Up A Chair at the Library: Discover Benefits that Can Benefit You Now!"](#) Led by Marissa Richardson, hours are offered three nights each week providing one-to-one counseling regarding available benefits. Ms. Richardson is acting both as a WSOS counselor as well as a resource for benefits and programs directed to those 50 and older.
- Ms. Richardson did outreach for the program via a mailing to community centers and houses of worship in the New Rochelle area as well as participation in the March 4<sup>th</sup> Westchester End of Life Coalition event at Sarah Lawrence College and a presentation to the County Office of Aging. Suggestions of places where she can speak about this program can be emailed directly to Ms. Richardson at [mrichardson@wlsmail.org](mailto:mrichardson@wlsmail.org).
- As an extension of the AARP Foundation project, we are piloting the *Music and Memory* program. The program is designed for caregivers supporting a family member at home that has dementia or Alzheimer's Disease. Working together with a library staff person, friends and family members prepare a

music playlist that can be shared with the person receiving care. The music on this playlist is what would be most meaningful and enjoyable for this individual—not a random collection. The library (system) provides a simple music player that will be pre-loaded with the playlist, over-the-ear headphones, and recharger on an extended loan. Experience shows that providing this music—regularly and often in advance of key activities (taking medications, activities of daily living)—can increase compliance, improve mood, and foster connection.

#### **CORRECTIONAL FACILITIES OUTREACH / Target audience – inmates and those on parole**

- Interlibrary loan services have now been reinstated at all three state correctional facilities—Bedford Hills, Sing Sing, Taconic—a result of new staff and diligent communication about required processes among correctional facility staff.
- WLS coordinated the purchase of magazines for a new mental health unit of the Westchester County Department of Corrections.

#### **YOUTH SERVICES OUTREACH**

Target audience – children, teens and parents county-wide, special needs children

- *Youth Mental Health First Aid*—an 8-hour certification program—was attended by a combination of youth services staff and school guidance professionals from around the County. The program, sponsored by WLS and funded by a state grant called Project Aware, took place over two mornings at The Warner Library (Tarrytown) and provided a framework for understanding those experiencing a mental health challenge or crisis. Due to popular demand, a second offering of this program will be done in the Fall. Additionally, *Adult Mental Health First Aid* has been scheduled for April 27<sup>th</sup> and May 4<sup>th</sup>. See the [WLS Evanced calendar](#).
- Learning Ambassador Mentor Meetings were held on February 3<sup>rd</sup> and March 3<sup>rd</sup>, which included presentations by Pam Berger, Director at the Southern Westchester BOCES School Library System, and staff from Science Tellers.
- Learning Ambassador pre-service training events took place on February 28<sup>th</sup> (at WLS) and March 14<sup>th</sup> (at The Field Library/Peekskill). Community service hours have begun for all 21 teens as a way to reinforce the training in these sessions. More details on this year's training program will be provided in the next monthly report. (And yes, these 21 teens are terrific!)

#### **YOUTH SERVICES (YS) SUPPORT / Target audience – youth county-wide**

- February 17<sup>th</sup>: 17 youth services staff attended a Grant Writing Workshop offered by WLS's Pat Braja.
- March 17<sup>th</sup>: 18 youth services staff attended a "Tuesday Tech-tacular," a program designed to offer peer-led instruction on critical software used to deliver programming. Presenters included Elena Falcone, Liz Anastasi (The Field Library/Peekskill), Anne Quick (Dobbs Ferry), Amy Kaplan (Bronxville), and Betsy Bishop (Somers). This session also included a presentation by Donna DeStefano from Findaway on new devices, services, and resources for ESL/low-literacy populations.
- March 24<sup>th</sup>: 14 youth services staff attended the Battle of the Books Orientation and General Interest Meeting led by Liz Anastasi (The Field Library).

#### ***INFORMATION TECHNOLOGY (IT)***

***Contact: Rob Caluori, Director [231-8642]***

Rob Caluori presented to the Mamaroneck-Harrison Rotary Club on March 19<sup>th</sup>. This presentation covered all of the new electronic resources available in 2015 with a Westchester library card. Libraries are reaching out beyond the walls of the library building and traditional library services by providing 24/7 access to online resources with new services such as Lynda.com and University of Fashion. Through Lynda.com,

individuals can access over 3,300 video courses in a broad range of topics from computer software and programming languages to web design and project management and marketing. The University of Fashion offers access to the first ever online fashion design video library. The use of these tools can benefit businesses for staff training and professional development.

WLS hosted a group viewing of a webinar on RFID (Radio Frequency Identification) technology. A high level overview was presented on how the technology works, implementation strategies, pitfalls of use, and ways to take advantage of the technology's power once in place. All attendees were excited about future possibilities for RFID and Westchester libraries.

Mr. Caluori attended the March 12<sup>th</sup> meeting of the PLDA Technology Committee. The Committee is looking to develop a long-term strategic plan and vision that will tie into the next WLS Plan of Service and that will explore the impact of Governor Cuomo's recent campaign *Broadband for All New Yorkers*; RFID technologies; and other ways libraries provide technology as a service.

Joe Maurantonio hosted a meeting between WLS and Lightpath, the primary provider of network services to WLS. Lightpath gave an overview of what service improvements they are planning to implement in the upcoming year and spoke about their ongoing relationship with the County.

Mr. Caluori has met with Robert Predgo, IT Director for the Lower Hudson Regional Information Center (LHRIC). LHRIC provides similar IT services to school districts as WLS provides to libraries. Discussions include looking at ways our two organizations could collaborate to help reduce common service costs.

Despite shipping delays of equipment, the Virtualization Desktop Infrastructure (VDI) Pilot project is now moving forward and progressing well. The environment setup has been completed, and the first round of practical testing is beginning. Three WLS staff members will be the first to be converted. During this time, IT will gather feedback on performance and make changes as needed to ensure an optimal environment. Following this initial test, the environment will be rolled out to the rest of the WLS office, followed by two testing library locations. Progress updates will continue to be provided throughout the project.

## ***WEBS***

***Contact: Elaine Sozzi, Director [231-3239]***

The ten-session career counseling seminars at the libraries in Yonkers, New Rochelle, White Plains, Ossining and Chappaqua are in mid-cycle now, and we are still taking calls from prospective participants who are being placed on waiting lists for the fall program. Informational handouts for the program have been updated. As the economy improves, the counselors are reporting an increase in the number of interviews people are having; but full-time jobs are still difficult to obtain.

Today there are more people in the "retirement-age workforce" than at any other time since the 1960's—33 million seniors are currently employed, up 49% from a decade ago. A majority of mature workers today want to continue working in some capacity into the traditional retirement years for different reasons. For some, it's economic necessity—they may have been laid off unexpectedly and need to rebuild retirement savings or supplement their Social Security. They realize that their retirement years may last a lot longer than those of their parents, and they have little or no financial cushion. But for others, it's the need for stimulation and socialization. Sometimes we hear people say that they can't adjust to retirement and they want activities to meet their needs for structure, intellectual curiosity and identity. Regardless of the reason, the WEBS "Take Charge! Career/Life Planning after 50" seminars are enabling people to retool their skills, access vital information and implement plans for their next work experience so they can support themselves and continue enjoying life. Staying engaged, being active and having the flexibility to integrate work, learning and leisure are the goals of many of today's retiring baby boomers.

Announcements of our spring workshop series were just sent out. Twenty career workshops will be offered at libraries across the county this spring and summer that will focus on using social media for career development; online job search and networking; career change; new trends in resumes; interviewing; salary

negotiation; careers in healthcare; branding and career activism. A publicity campaign promoting the workshops included website postings, e-blasts and fliers posted in all 38 libraries. Workshops scheduled for March were: *Careers without Four Years of College* at the Mount Vernon Public Library and *Get LinkedIn to Your Job Search* at the Katonah Village Library.

During March and April, WEBS Director Elaine Sozzi is conducting a career seminar at the Chappaqua Library. This month she visited the One-Stop Center and the White Plains Public Library and took part in a Workforce Investment Board Meeting. During the spring, she will be attending a multi-session workshop on *Leading & Executing Change*.