

## **WLS Department Reports October 2016**

### ***CATALOGING SERVICES***

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

In September, Manager of Cataloging Services Douglas Wray gave SirsiDynix the go-ahead to perform a large scale operation on the WLS catalog, which is intended to give patrons a searching tool which is more closely attuned to the way the various material formats in the catalog are defined. This followed trials on the test server, which revealed that preparatory work still needed to be done by Mr. Wray, and that some adjustments needed to be made by SirsiDynix. On October 13<sup>th</sup>, SirsiDynix communicated that all processing was completed and provided a report including a manageable list of irregularities which can be edited by Mr. Wray. After that is done, the project should be finished.

All of the WLS catalogers perform original cataloging when member libraries submit requests for titles which cannot be found in OCLC's WorldCat database. Three examples of original cataloging done recently by Mr. Wray:

*Garland of the Goddess* – This is a collection of poetry and prose celebrating goddesses known in myths and legends of cultures around the world. One of the authors is a librarian at The Field Library in Peekskill; Cataloged for The Field Library (Peekskill).

*Lo! Here the Gentle Lark: an Inspirational Story of Ellabelle Davis' Journey from Seamstress to Songstress* / by Karen S. Allen – A biography of the illustrious singer and New Rochelle resident; Cataloged for the Yonkers Public Library.

*The Story of Ticklemino: (a Silly Horror Tale for Kids)* / by Leslie M. Connito – A South Salem author relates the legend of Ticklemino, the tickling hand that comes to kids' beds to tickle them on full moon nights; Cataloged for the Lewisboro Library.

### ***Outreach Activities***

#### **Bilingual Story times**

On September 15<sup>th</sup>, Coordinator, Multi-Language Collections and Services, Nancy Coradin met with both Ms. Susi Dugaw, Children's Librarian at Mount Vernon Public Library, and Ms. Luz Naranjo, a Latino patron who expressed interested in facilitating the bilingual story times with Ms. Dugaw. Ms. Coradin gave



presentation tips for bilingual story times and explained how simple text with imaginative illustrations piques children's interest in reading. The importance of including songs to reinforce vocabulary and having the program in two languages not only exposes children to another language, but promotes cultural exchange. The story time with an autumnal theme drew an audience of 23, and Ms. Naranjo will co-facilitate her first story time at the Mount Vernon Public Library on October 18<sup>th</sup>.

#### **Trip to Lectorum Publishing**

Ms. Coradin coordinated a trip to Lectorum Publishing Co. to help librarians build their Spanish and bilingual language collections (pictured at left are: Tanya Soto, Outreach Coordinator at The Field Library; Susi Dugaw, Children's Librarian at the Mount Vernon Public Library;

Kim Stucko, Reference Librarian at The Field Library; Marca McClenon, Head of Children's Department at the John C. Hart Memorial Library/Shrub Oak; and Ms. Coradin). One librarian participant commented:

*"Until I had experienced it, I did not understand the value this trip offered. Being able to look at each book and have the advice of both Nancy and Tanya, who I have worked with in Peekskill, helped me make intelligent decisions in order to expand our Spanish language section. I am looking forward to the next trip and hope more librarians will see the benefits and decide to join us."*

### Westchester Librarians Serving Latinos Meeting (WLSL)

Ms. Coradin headed the Westchester Librarians Serving Latinos meeting on September 26<sup>th</sup> at the Ossining Public Library; financial literacy in our libraries was discussed. The guest speaker was Monica Martinez-Hess, an agent from New York Life. Ms. Martinez-Hess spoke about the free workshops available to libraries--in English and/or Spanish—that include the following topics: Conversations About Money, Basic Banking, and Basic Life Insurance. Another interesting and useful service offered is the distribution of picture IDs for their clients with children. In the event that anything happens to the child, the parent would have an ID with vital information that can be given to authorities.

### Ethnic Services Round Table (ESRT) Meeting of New York Library Association (NYLA)

Ms. Coradin was invited to attend NYLA's Ethnic Services Round Table meeting at the Hispanic Society of America in New York City on September 29<sup>th</sup>. Before the membership meeting was held, a tour of their library was offered that houses more than 600,000 books, manuscripts, documents and letters dating from the 10<sup>th</sup> century to the present day. ESRT offers a forum that designs services for diverse groups, promotes ethnic collections and provides up-to-date information on funding from both public and private sources.

During this meeting, Ms. Coradin also discovered a pamphlet titled, *World Language Vendors*, which will prove valuable for securing book vendors for next year's WLS Multi-Language Book Fair on Thursday, April 6, 2017.



**Dr. John O'Neill, Curator  
Manuscripts & Rare Books**

### Early Literacy Campaign ~ Partnering with Head Start programs in Mount Kisco, Katonah, and Shrub Oak

Nancy Coradin and Francine Vernon met with Marie Pierre, Reference Librarian from Mount Kisco Public Library, and Marca McClenon, Head of Children's Services of John C. Hart Memorial Library in Shrub Oak, to discuss welcoming events for the Head Start organizations in their neighborhoods at their respective libraries. An introduction will be given to parents of small children on both the adult and children's services offered in the libraries. More than 80% of the families are Latinos; consequently the demonstrations and tours will be offered in English and Spanish.

### **DEVELOPMENT**

**Contact: Patricia Brigham, Director [231-3241]**

A new \$25,000 grant from the Westchester Community Foundation (WCF) was recently secured by Development to support the *Creative Aging in the Library Programs* in WLS Libraries. The WCF grant includes funding for a series of professional development workshops and tools to assist library staff in developing enriched arts programs for older adults and arts making residencies taught by professional artists. Ten member libraries will be awarded mini-grants to support those residencies through this grant. The first professional development workshop presented by Lifetime Arts, Inc. took place on October 10<sup>th</sup>. The workshop brought together libraries initiating Creative Aging residencies, as well as libraries that have had a successful track record offering these programs to their patrons. Best practices, resources, including the Creative Aging Tool Kit and strategies for developing adult enrichment programs were covered.

A second training workshop will take place in the Spring. Five WLS member libraries – Greenburgh Public Library; Bedford Free Library; John C. Hart Memorial Library (Shrub Oak); Ossining Public Library; and Larchmont Public Library received Creative Aging grants; they will begin their residencies in the early spring 2017. Arts making residencies include: Acting for Seniors, a mixed media memory mural project, digital photography, and storytelling through visual arts. Five additional mini-grants are available. An additional WFC grant for \$40,000 to support a *Community Conversations at the Library* project, a collaboration with the Sing Sing Prison Museum, is pending approval.

WLS received a \$3,000 grant from the Hope for Youth Foundation to support the 3<sup>rd</sup> annual Battle of the Books (BOB) event held on October 15<sup>th</sup>. This is the third year of support from the Foundation, the second year supporting BOB. Additionally, WLS received a renewed \$5,000 grant from the Thomas and Agnes Carvel Foundation to support adult literacy. A \$5,000 grant from TD Bank was received earlier in the year, also supporting adult literacy programs (TASC Connect!).

Earlier in the year, WLS received a \$25,000 grant from Entergy and a \$10,000 grant from Con Edison to support WLS Mini-Grants to member libraries for informal active learning programs. Libraries receiving grants for STEM projects for youth in late 2016 and early 2017 include: Bedford Free Library; Harrison Public Library; Larchmont Public Library; Mamaroneck Public Library; North Castle Public Library (Armonk); Ruth Keeler Memorial Library (North Salem); Somers Library; and The Warner Library (Tarrytown). These projects provide teens and youth with engaging hands-on learning with professionals in technology and design. Residencies are diverse and include a public, community engagement activity. Coding, photography, 3D programming and designing the library of the future are among the projects slated for the Fall/Winter season. Additional Mini-Grants are available, an RFP will be sent to libraries shortly.

Plans are underway for the annual *Celebrating Westchester Libraries* event on Friday, April 7, 2017, and will launch Westchester Library Week. The featured keynote speaker will be Regina Calcaterra, noted library and child advocate, lawyer and author of *The New York Times* best-selling book, *Etched in Sand*.

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

**Contact: Rob Caluori, Director [231-3207]**

Rob Caluori met with the Director and Deputy Director of the Yonkers Public Library and a team from Yonkers Public Schools to discuss the potential for a plan to issue library cards to every student in Westchester's largest city. To determine if this can be accomplished, we will need to formalize how data is to be exchanged between WLS and Yonkers Schools and to plan how library cards would be produced and distributed and how library staff would be trained. It is very early in the process and regular updates will be given on this exciting project as it evolves.

On September 22-23, Allison Midgley attended the New York State Library's (NYSL) Basic Outcome-Based Evaluation (OBE) Workshop. The training offered an opportunity to learn OBE, a systematic way to determine whether programs and activities achieve their desired results. By planning measurable outcomes from the outset, staff can gauge success not only with statistical data but by how a program impacts its audience. The NYSL recommends OBE for reporting annual results that meet the requirements of the Government Performance and Results Act of 1993 (GPRA), and the Public Library Association (PLA) has developed a website called *Project Outcome* to equip libraries with survey and analysis tools, evaluate impacts and success, and compare libraries nationally. Ms. Midgley will be applying OBE methods when developing an evaluation process for the effectiveness of the training she provides to library staff. The principles will also be built into library staff train-the-trainer activities, and staff will be informed about OBE and *Project Outcome* in order for them to see, adapt, and report short- and long-term program success.

During a routine audit Joe Maurantonio discovered evidence of attempted attacks against our network. The attacks, which appeared to be efforts to gain access to our network equipment, source from all over the world and were thwarted by the network security measures in place at the time. Mr. Maurantonio analyzed the nature of these attacks and has added additional layers of security to insure the safety of the network.

WLS is moving forward with the bandwidth upgrades scheduled for 2016. There are now 18 sites that have been upgraded to 50Mbps. Most of those sites had only 10Mbps prior to the upgrade. The remaining sites have either 5Mbps or 10Mbps and are upgrading to a minimum of 20Mbps and should be completed by the end of 2016. The 2017 budget request, if approved, would include an expansion of this program to get closer to the long-term goal of 100Mbps at all libraries. This will greatly improve the patron and staff experience when using all network-based resources.

## **PUBLIC INNOVATION AND ENGAGEMENT**

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

### ADULT SERVICES OUTREACH

#### Westchester Seniors Out Speaking (WSOS)

Target audience – seniors, low-income seniors

- **Volunteer Education:** The monthly Update meeting took place at the WLS Headquarters (with thanks to Greenburgh Public Library for hosting WSOS Update meetings for the last year). The Medicare topic covered addressed Medigaps, important supplemental insurance coverage to Original Medicare (and a feature included in Medicare Advantage plans). Additionally, the volunteers were updated on Medicare developments by Lt. Commander Tunesia Mitchell of the Centers for Medicaid & Medicare Services.
- **Activities in support of Medicare Open Enrollment:** A special volunteer training session was held on September 29<sup>th</sup> to review updates to Medicare's Plan Finder, a critical feature of consumer decision-making during the fall Open Enrollment period (October 15 through December 7).

#### HSE Connect! a/k/a TASC Connect!

Target audience – low-literate adults

- **Outreach Activities:** Program Coordinator Phyllis Fowlkes is working with WestCOP to assess how [High School Equivalency] HSE Connect! tutors can be connected with participants of Mount Vernon's YouthBuild, part of a national grant program to provide vocational, educational and leadership skills to at-risk young adults. Elena Falcone and Phyllis Fowlkes staffed a table at the Yonkers YWCA in September and October to promote HSE Connect! and related library services to women residing at the shelter and participants in the local food pantry. Eight new volunteers attended tutor training in each of the July and September training events. (Tutor training is now offered every other month.) NOTE: New volunteers are needed to serve the current demand. The current tutor recruitment flyer is [linked here](#). Please consider printing this flyer and sharing it with your networks.

### Other Adult Outreach

- **Accessible by Design:** Making library services and facilities accessible to all, this presentation provided an update and reviewed topics such as building design and modification, disability etiquette, service animals and specific accommodations that would be beneficial for library staff to be aware of when interacting with people with disabilities. Presenters: Abby Fitzsimmons and Nick Libassi of United Spinal
- **Programming for Seniors:** This interest group meets bi-monthly. The October meeting was attended by Pat Brigham, who shared information about grant initiatives and potential partners.

### YOUTH SERVICES SUPPORT / Target audience – youth county-wide

- **Battle of the Books:** The Battle of the Books took place on October 15<sup>th</sup> at the Ossining High School. This well-run event involved 17 libraries that fielded a total of 28 teams. For more information visit the program's public page: [westchesterbattleofthebooks.com](http://westchesterbattleofthebooks.com).

- **Summer Reading 2016:** The majority of library locations (41 of 43) offered a Summer Reading program in 2016 -- 41 locations offered a children's program; 26 offered a teen program. Numbers for registration, programs, and attendance were greater than the tally for 2015. The annual Summer Reading Quick Facts is posted to the [Youth Services wiki](#).
- **Welcoming Patrons with Special Needs:** The featured speaker at this September 26<sup>th</sup> meeting was Robert Tudisco, Esq., representing Barger & Gaines, an education and advocacy firm specializing in serving individuals with disabilities. Tudisco, along with education manager Isabel Hershkowitz, facilitated a discussion of what could make libraries more accessible to children, parents, and adults with learning disabilities. A variety of groups serving this population were discussed as well as the potential for partnership and programming.

## **WEBS**

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

The WEBS seminar groups are in full swing at this point, and the counselors are starting to meet with clients for their individual sessions. These confidential sessions offer the opportunity for some individuals to discuss personal issues that may be impeding their career progress. Life affects work and work affects life, so it is not uncommon for people to feel confused and overwhelmed with the fallout of becoming unemployed. Job loss and long-term unemployment can also lead to feelings of grief and self-blame, and can affect one's confidence, family relationships and social life. Clients often need counseling support to reframe their self-blame and understand what is and is not under their control. In some situations where the former job provided a strong sense of identity and recognition, the loss can lead to feelings of depression. Counselors will encourage individuals with clinical issues to seek therapy.

In most cases, clients use the individual sessions to receive further interpretation of their assessments; discuss business sectors and occupations that interest them; have their resumes reviewed; receive practical job search and networking advice; and get referrals to educational institutions. Counselors also assist them in developing and clarifying their goals and setting up some action steps. Since seminar clients have committed themselves to a process—over two months—of self-understanding and internal change, they stand a good chance of developing the confidence and momentum to reach their career goals.

Career workshops were held at five libraries this month. Since many job seekers now realize that they need an online presence to be recognized as viable candidates by prospective employers, two different programs that offered strategies for using LinkedIn were presented. The other topics included resume trends, job search, salary negotiation and career change.

WEBS director Elaine Sozzi attended a meeting with Francine Vernon, Parent/Family Literacy Engagement and Youth Outreach Coordinator, and WLS Director Terry Kirchner, concerning the possibility of providing career and educational counseling services for out-of-school youth in WestCOP's YouthBuild program. It was determined that we needed further information about the needs of this population, which led to a second meeting with Kiron Dawkins, a WestCOP regional director, and the program instructor, Andrea Brooks. Elena Falcone, WLS Director of Public Innovation and Engagement, and Francine Vernon were also in attendance. We learned that the focus of the program is training and preparation for employment in construction and related trades. A decision about WLS's participation in the program will be made shortly.

This month Elaine Sozzi conducted four sessions of a career development seminar at the Chappaqua Library; met with OJ Yizer at the One Stop Employment Center; and visited the Yonkers Public Library (Grinton I. Will Branch) and the Greenburgh Public Library.