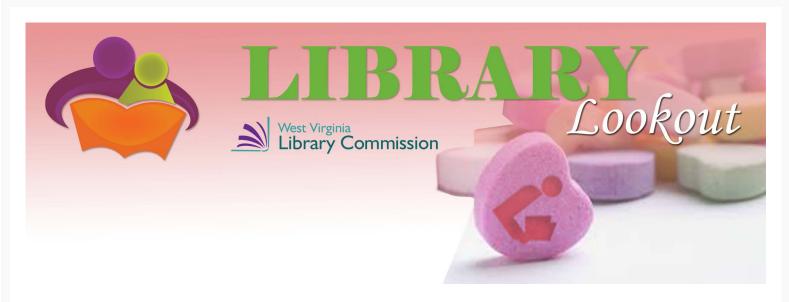
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West Virginia Library Commission (WVLC) Monthly Newsletter

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Issue 68 February 2017

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a message from... the West Virginia Library Commission

From the Secretary

February 2017

The dimensions of the holes in current and fiscal year 2018 state budgets are headline news across the state. Exactly how impending budget cuts will affect the number and the scope of services provided local public libraries by the Library Commission is not yet clear. We will have a better idea about this after Governor Justice's State of the State address on February 8 and our first look at the proposed fiscal year 2018 budget. It is also likely that the agency will need to make additional cuts in the current fiscal year. Library Commission staff is working closely with new Secretary of Education and the Arts Gayle Manchin and her staff to identify more areas where the Education and the Arts agencies can collaborate to share resources, increase efficiency, and reduce costs.

I have received several calls asking for West Virginia's national rankings regarding library funding. According to the *Public Libraries Survey* for fiscal year 2014 distributed by the Institute of Museum and Library Services, West Virginia is 6th in state revenue support of public libraries, 49th in local operating revenue, and 47th in total operating revenue. I shared these figures in a recent talk at the Cabell County Public Library. I also reminded the library staff, trustees, friends and public officials present at the meeting that libraries are important...

- Because...Fake news can have real-world consequences; and libraries can expose fakery;
- **Because...**More than a quarter of U.S. households don't have a computer with an Internet connection and 99% of public libraries do;
- Because...Students who read during the summer end up on the honor roll in the fall;
- **Because...**Libraries create learners and learners transform themselves, their communities, their state, their nation.

I closed that talk, and this column, with a story I recently heard a librarian tell about a young black man who grew up in South Africa during apartheid. The librarians at the local library defied the law and allowed him in the library – every day – where he read and learned. He eventually went on to become a doctor. Now *he* saves lives too. The library provided him opportunity. West Virginia libraries provide that same opportunity. Even, or maybe especially, in tough financial times, the value of libraries cannot be discredited.

Karen Goff

WVLC Executive Secretary

Project Outcome - FREE Webinar!

Learn more about **Project Outcome** with a FREE Webinar, "<u>How to Successfully Roll Out Project Outcome in Your Library</u>", on February

23rd. Attend this webinar to learn about best practices for on-boarding staff, building internal support, and organizing your data collection team. Learn some of the steps libraries have taken early on to launch



Project Outcome and spark support for outcome measurement, whether in a single library or an entire system.

This webinar will feature **Project Outcome** users sharing their success stories and lessons learned. Webinar participants will have the opportunity to ask questions and share their own experiences at 2:00 pm on Thursday, February 23rd.

Register today before it fills up!



Parliamentary Procedure for Motions

Parliamentary procedure is often misapplied because its purpose is misunderstood. One of the biggest misunderstandings is that proper procedure is a roadblock to meeting efficiency. Properly applied, parliamentary procedure promotes efficiency and order in the meetings of an organization. *Webster's New World Robert's Rules of Order Simplified and Applied* suggests comparing parliamentary procedures with knowing the rules of the road. When everyone knows the parliamentary rules, meetings run smoothly and head-on collisions are kept to a minimum. The procedure for motions is similar to protocol at a four way stop.

A motion is a proposal by a member, in this case of a library board, to take action; to do something.

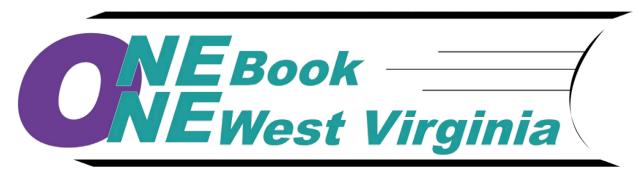
Basic Steps in Presenting a Main Motion

- 1. A member asks to be recognized by the President/Chair.
 - a. This might involve standing up or raising a hand.
- 2. After being recognized by the President/Chair, the member states the motion.
 - a. "I move that, beginning (date), the library declare the last Friday of every month as Fine Free Day."
 - b. Motions should always be specific.
- 3. Another member verbally seconds the motion.
 - a. Seconding a motion does not imply approval but only that the action needs to be discussed.
 - b. If there is no second, the motion dies.
- 4. If the motion is seconded, the President/Chair restates it and asks for discussion.
- 5. Members discuss the motion and only the motion.
 - a. A key principle of parliamentary procedure is that business is taken up one item at a time.
 - b. It is the responsibility of the President/Chair to make sure every board member has an opportunity to speak.
- 6. At the conclusion of the discussion, the chair puts a motion to a vote.
 - a. 'All those in favor say "Aye"; opposed, "Nay".

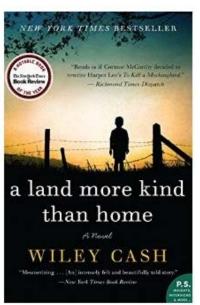
- 7. The President/Chair announces the vote and who will carry out the action if it is adopted.
 - a. "The motion carries and the Library Director will prepare announcements declaring that, beginning (date), the last Friday of every month is Fine Free Day."
- 8. The Secretary records the action in the meeting minutes.
 - a. It is imperative that the motion and the vote be recorded. Details of the discussion do not need to be included in the minutes. Minutes record what is *done* in the meeting, not what is *said*.
 - b. There is no requirement the name of the person making the motion and the one seconding the motion be recorded in the minutes. While some boards do, many boards simply state that a motion was made and seconded. Both practices are acceptable. Not using names emphasizes the collective nature of the Board.

Then there are subsidiary motions to postpone, amend, refer to a committee, or table. That is one reason why it is important to have a copy of *Robert's Rules* on hand. The motion to table a motion is frequently misused. Keeping with the rules of the road analogy, it could be compared to running a yellow light. Tabling a motion actually only delays action at the current meeting. If action is to be delayed to a future meeting, the motion should be to *postpone*.

Remember, the purpose of parliamentary procedure is to maintain order and ensure fairness.



One Book, One West Virginia Returns for 12th Year!



West Virginia's statewide book discussion group, <u>One Book, One West Virginia</u>, is back for another year. Everyone across the state is invited to take part in group discussions about this year's selection, <u>A Land More Kind Than Home</u> by awardwinning author Wiley Cash.

In *A Land More Kind Than Home*, Cash paints a picture of life in small town North Carolina and follows the exploits of two small boys whose curiosity takes them to a place they were never meant to be. It changes their lives forever.

Sponsored by the West Virginia Library Commission and West Virginia Center for the Book, the *One Book, One West Virginia* project is designed to promote dialogue among West Virginia readers, who are urged to join book discussion groups and attend related special events. Make sure your library takes part in this great project and encourage your patrons to join the conversation on the WVLC Facebook page, https://www.facebook.com/groups/1763136937263032/.

The Bill of Rights and You

The West Virginia Library Commission is hosting a new exhibition from the National Archives, *The Bill of Rights and You*, commemorating the 225th anniversary of the ratification of this landmark document. *The Bill of Rights and You* spotlights one of the most remarkable periods in American history, explores the origins of the first ten amendments to the U.S. Constitution (collectively known as the Bill of Rights), illustrates how each amendment protects U.S. citizens, and looks at how Americans exercise the rights outlined in the amendments. *The Bill of Rights and You* invites visitors to connect directly with the people, places, and events that mark this historic document's evolution. This exhibit runs through April 14, 2017.

The Bill of Rights and You is organized by the National Archives and Records Administration, and traveled by the National Archives Traveling

Exhibits Service (NATES). This exhibition was developed in collaboration with the National Archives' National

Outreach Initiative to commemorate the 225th Anniversary of the Bill of Rights. The exhibition is presented in part by AT&T, Seedlings Foundation, and the National Archives Foundation.

This exhibit is brought to you in collaboration with the <u>West Virginia Humanities Council</u> and the Federation of State Humanities Councils.



National Arts and Humanities Youth Program Awards







If your library is offering outstanding out-of-school-time humanities learning opportunities to young people, you may be eligible for the 2017 National Arts and Humanities Youth Program Awards. Follow this link to see if your library is eligible: www.nahyp.org/how-to-apply/eligibility-criteria/

The National Arts and Humanities Youth Program Award is the Nation's highest honor for out-of-school arts and humanities programs that celebrate the creativity of America's young people, particularly those from underserved communities. This award recognizes and supports excellence in programs that open new pathways to learning, self-discovery, and achievement.

Please click the following link to access the online National Arts and Humanities Youth Program Awards

Application: www.nahyp.org/how-to-apply/

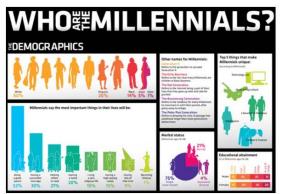
Completed applications will only be accepted via the online process.

Wednesday, February 8, 2017, 5:00 PM PST is the application deadline.

The National Arts and Humanities Youth Program Awards initiative is a signature program of the President's Committee on the Arts and the Humanities - in partnership with the National Endowment for the Arts, the National Endowment for the Humanities, and the Institute of Museum and Library Services.

Learn More

In his <u>February 22, 2015 Washington Post article</u>, Michael S. Rosenwald states that digital natives prefer reading print books, especially when reading for pleasure/studying and that polls have shown "the highest print readership rates are among those ages 18 to 29, and the same age group is still using public libraries in large numbers."



Millennials are library allies? We need to get on board! Enter Simon Sinek. You may know of him from his widely popular TED talk How Great Leaders Inspire Action (the one about starting with "Why").

His newest shared insight: On Millennials in the Workplace is a must see. The clip's about the "why" of this particular generation gap and how to manage it. Whether you are a millennial, work with them, or simply service them as patrons here is a recipe to foster healthy relationships with those born in a technical world.

Melissa Brown

WVLC Continuing Education Consultant

Congratulations to Mountaintop Public Library!

Mountaintop Public Library has been selected to participate in the American Library Association's upcoming project *Great Stories Club - Structures of Suffering: Origins of Teen Violence and Suicide*. The library is one of only 77 libraries across the country selected to take part in the program.



Organized by the ALA, the Great Stories Club is a reading and discussion program that targets underserved, troubled teen populations. During the project, readers and local project directors will explore themes of civic engagement, the role of creative arts in dealing with change, and the origins of teenage violence and suicide.

WVLC Notices

- February 4th: Author Kathleen Moore visits the Marion County PL, 1-3 pm
- February 8th: 1st day of Legislative Session.
- February 20th President's Day: WVLC is closed.
- February 27th: WVLA Legislative Day
- February 27th 3:30 pm: Library Commission meets at WVLC offices

A Look Back at 2016 on Libraries Today



2016 marked the return of the West Virginia Library Commission's flagship television show, *Libraries Today*. In its latest episode, the show looks back on 2016 and how it chronicled, among other issues, the devastating June floods, bookmobile service in West Virginia, programs for kids and teens, and a history of libraries in the state.

Check out the February episode of Libraries Today!



Featured Book of the Month!

A Full Life
by Jimmy Carter

In his major *New York Times* bestseller, Jimmy Carter looks back from ninety years of age and "reveals private thoughts and recollections over a fascinating

career as businessman, politician, evangelist, and humanitarian" (*Booklist*). In his "warm and detailed memoir" (*Los Angeles Times*), Carter tells what he is proud of and what he might do differently. He discusses his regret at losing his re-election, but how he and Rosalynn pushed on and made a new life and second and third rewarding careers. He is frank about the presidents who have succeeded him, world leaders, and his passions for the causes he cares most about, particularly the condition of women and the deprived people of the developing world.



A FULL LIFE
REFLECTIONS AT NINETY
JIMMY CARTER

Contact Library Development Services to request this book for your book group! 304-558-3978 or Robert.L.Gibson@wv.gov.

Ever wonder how to get an AmeriCorps or Senior Corps volunteer?



You can find out by grabbing lunch with Americorps West Virginia.

Americorps West Virginia is hitting the road to explain National Service programs and how local organizations can tap into these resources.

These free events are open to non-profits, educational institutions, and state and local government agencies.

Lunch will be provided to registrants.

Morgantown February 9th

Morgantown Public Safety Building | 11:30 AM

Charleston February 14th

Volunteer West Virginia Office -710 Central Avenue | 11:30 AM

Beckley February 17th

WVU Tech Innovation Building | 11:30 AM

Please RSVP by February 6th to **Dana Bryant**, 304-558-0111.





The New Money Smart Week Website is Live!

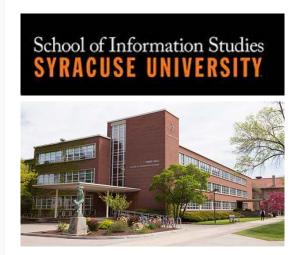
Check it out: http://www.moneysmartweek.org/

If this will be the first time that you and your library are participating in Money Smart Week you can sign up as a partner through this link.



For those who already have participated and have registered before, a message from the Fed will be sent out in early January to provide you with information on re-registering. If you don't want to wait, and would like to update your account now, just go to this login page, and use the "Forgot Password" link. This will get you up to date in the new database.

Remember...Money Smart Week is April 22-29, 2017. It's filled with valuable tips, specialized resources, and programming and promotional ideas to make your library a real winner!



Syracuse University's Master of Science in Library and Information Science (LIS) degree, delivered online, allows you to advance your education and career without relocating. Accredited by the American Library Association since 1928, the iSchool's LIS degree prepares you with the knowledge, skills, and values to have a positive impact on how communities access and use information in a broad range of information settings. As an online student, you will learn from the same faculty who teach in the on-campus LIS program, ranked the No. 4 library and information studies program by *U.S. News & World Report*.

Through the online LIS program, you will join the Syracuse University community and emerge ready to assume leadership roles in a broad range of settings, including academic institutions, public libraries, corporations, government agencies, and cultural institutions. As a student in the program, you will:

- Complete immersive multimedia coursework at your own pace
- · Attend weekly live, online classes that are face-to-face
- Earn your degree in as little as 18 months
- · Specialize in school media or earn a Certificate of Advanced Study in data science

If you are ready to take the next step in your career, learn more about the M.S. in Library and Information Science online program today and see if you qualify for a GRE waiver.

Request More Information

Syracuse University School of Information Studies 343 Hinds Hall Syracuse, New York 13244-1190 855-797-4478

admissions@ischoolonline.syr.edu



Don't Forget Your 2017 Report Schedule!

Every year, WVLC requires libraries to submit a series of reports, such as Annual Report information, your Development Plans, E-Rate Technology Plans, Approved Board Minutes, and more. To help you keep track, there is a handy Public Library Reporting Schedule available on the WVLC website.

All you have to do is, visit the <u>WVLC website</u>, click on <u>Services For Libraries</u>, and check out the 2017 <u>Public Library Reporting Schedule</u>, listed under Compliance. If you have any questions, just contact Susan Hoskins at <u>susan.p.hoskins@wv.gov</u>.

CONTINUING EDUCATION

Click Here to Read More About the West Virginia Yearly Requirements for Directors & Staff





Events - WebJunction Events Calenda

WebJunction Events Calendar

To view a complete list of past WebJunction webinars, go to: WebJunction Event Archives



WebJunction webinars are live audiovisual programs that are conducted online via WebEx web conferencing. Anyone who has an Internet connection can participate, listening to the audio broadcast through speakers or headset, or via phone. These **free** events allow you to meet and learn from library leaders and fellow library practitioners.

WebJunction's catalog of courses and webinar archives on library topics is now open to all library workers and volunteers across the nation. A certificate of completion is provided after you have completed any course or webinar that you enroll in

Catalog x

Click to View »



Highlighted content from WebJunction

- What's Your Story? You need to tell your story. Whether you call it story-telling, marketing, advocacy, promotion or community outreach, you need to make your library's story heard in your community. To tell your story effectively, you must *understand* your own story—what you're about, how you're central, what you offer and what you should offer. What's your story?
- Forums Facilitate Important Community Conversations: Learn how the Sno-Isle Libraries (WA) planned and hosted a series of community forums on the topic of teen suicide as part of their "Issues That Matter" programming series. The series has been a regular part of the programming in the library district since 2010, and its purpose is to facilitate important community conversations on high-profile, current event topics.

Upcoming Webinars

If you can't attend a live session, all WebJunction webinars are recorded and available for free in the course catalog.

Libraries Help Patrons Become Financially Empowered Consumers

Tuesday, February 14, 2017 ♦ 3:00 pm Eastern ♦ 1 hour

Registration: webjunction:librarieshelppatrons

The Consumer Finance Protection Bureau (CFPB) exists not only to protect consumers but to empower all of us to take more control over our economic lives. The CFPB recognizes the important role that libraries can play as the go-to source for unbiased financial education resources in every community. The CFPB plans to build a community financial education infrastructure with libraries and national partners to reach consumers in their neighborhoods, expanding on programs and resources that are already working in libraries. With this infrastructure in place, public libraries can help fill consumers' critical financial knowledge gaps by providing and distributing easy-to-understand, behaviorally informed financial education content. Learn about program ideas, resources and tools, and how to connect with local partners. Take your library and your community to the next level with patrons empowered to be informed consumers.

Presented by: Ken McDonnell, Financial Education Program Analyst, Office of Financial Education, Division of Consumer Education and Engagement, Consumer Financial Protection Bureau

Visualizing (and Finding!) Funding for Libraries

Tuesday, February 28, 2017 ♦ 3:00 pm Eastern ♦ 1 hour

Registration: http://www.webjunction.org/events/webjunction/visualizing-and-finding-funding-for-libraries.html

This webinar will introduce participants to a dynamic and freely available data-visualization tool, Visualizing Funding for Libraries that enables library professionals and supporters to search for institutional funding for libraries at national, state, and local levels. Participants will learn pro tips on navigating the tool and as well as next steps on how to pursue new funding opportunities. Data visualizations such as maps, network constellations, and partnership pathways showcase key networks of funders and recipients, as well as individual grants that highlight the library services and programs that are winning grants. Visualizing Funding for Libraries is a Knight Foundation News Challenge winning project.

Presented by: Kate Tkacik, Manager of the Funding Information Network, and Amanda Dillon, Manager of Knowledge Services, both from the <u>Foundation Center</u>.



The West Virginia Library Commission is celebrating its 88th birthday in 2017. The Commission distributes federal and state funds to public libraries, maintains the Statewide Library Network, and provides other services to 172 public libraries in the state. The agency became part of the Department of Education and the Arts in 1989, when Governor Gaston Caperton reorganized state government.

Mark Your Calendar!

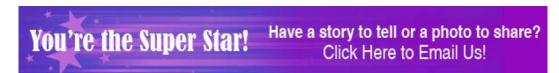


February: Black History Month

February: National Library Lovers Month **February 7:** Send A Card To A Friend Day

February 7: Safer Internet Day **February 20:** President's Day





Any mention of services or products in this newsletter does not constitute an endorsement or recommendation. The use of any services or products should be evaluated on an individual basis. The West Virginia Library Commission provides no guarantee as to the security, reliability, or accuracy of information provided herein. Funding for West Virginia Library Commission programs and services, including this newsletter, is provided by the State of West Virginia. Funding for this newsletter is also provided by the U.S. Institute for Museum and Library Services under the provisions of the Grant to States Program as administered by the West Virginia Library Commission.









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Karen E. Goff

Executive Secretary
West Virginia Library Commission

West Virginia Library Commission

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