

MEMBER LIBRARY WEEKLY BULLETIN

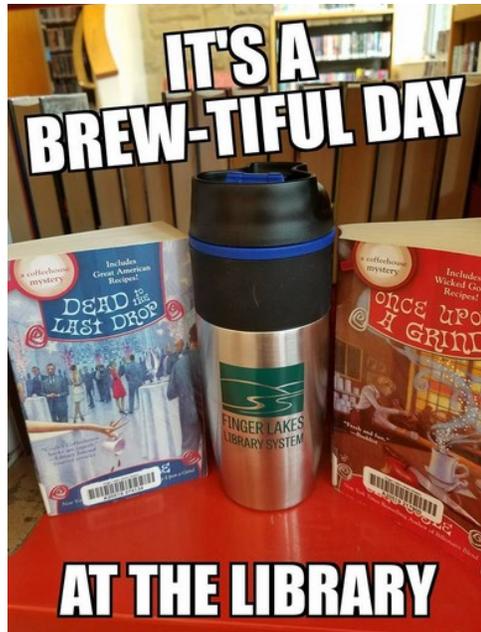
No. 17.35

Friday, September 29, 2017

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Staff Out of the Office:

Jenny will be on vacation from October 4th - October 10th

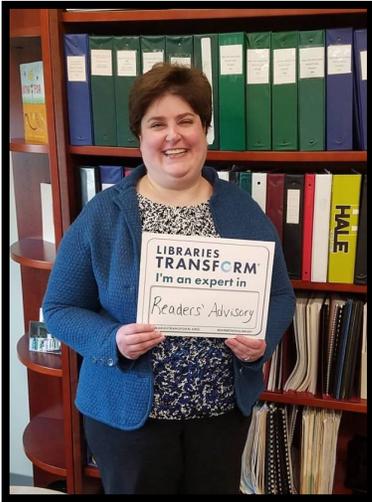
Reminder

Annual Meeting: Register to Diana by Monday

If you have not yet registered for the FLLS Annual Meeting, there's still time! If you're on the fence about whether to come, here are a few incentives:

- Win a Raffle Basket! Baskets include items to add to your library's collection or use in programming for your library (not for personal use). This year, we were able to secure a BRAND NEW NINTENDO SWITCH! This revolutionary gaming system will come with a travel case and 2 games to use at programming. Due to their high demand, we are confident that having this item available for your programming will attract new users! Remember, you can only win a raffle basket if you attend!
- "Traits of Transformational Trustees" Keynote by Cassie Guthrie. Ms. Guthrie is currently the Director of the Greece Public Library, and has a long and storied career in libraries and library systems. She has presented at regional, state and national venues on a variety of topics including trustee roles and responsibilities, community based librarianship, fundraising for small libraries, libraries and politics, and best practices for the library trustee/Friends relationship. She currently serves as Treasurer of the New York Library Association and on the Steering Committee of the New Yorkers for Better Libraries Political Action Committee. Her talk is not to be missed!
- Tour in Lodi: Following the meeting, there will be a tour of the beautiful new Elizabeth Garnsey Delavan Library (formerly Lodi Whittier). Here's the address for your GPS: 8484 S Main St., Lodi, NY, 14860.

From The Director



I would like to take this opportunity to remind all of our libraries about Open Meetings Law and executive sessions. It has come to my attention in the past few weeks that there have been three possible violations of executive sessions and I cannot stress to both directors and trustees how serious these violations can be for your libraries.

All public libraries in New York, including association libraries, are subject to the [Open Meetings Law](#) (please see Education Law §260-a and Public Officers Law, art. 7). This law requires that board meetings must be properly posted and advertised and open to the public. In addition, working sessions of the board (even if they are not formal meetings), must be advertised and open if a quorum of the board is expected to attend. Education sessions in which the

board does not conduct business are exempt from Open Meetings Law. An example of this exemption is if your board did a trustee training or a technology training session.

While executive sessions do allow for the public and the news media to be excluded, they must be convened during an open meeting for a **limited** number of very specific purposes. These purposes include:

1. Discussions regarding proposed, pending or current litigation;
2. Collective bargaining negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law);
3. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
4. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

An executive session is convened only as part of a public board meeting, not as a separate meeting. The board must vote to enter executive session and state the general nature of the session for its minutes. The board may invite advisors into executive session, such as the library director, the system director or a consultant, or the library's lawyer. **The library director should almost always be invited in to an executive session unless the board is discussing a personnel matter related to that person.**

Boards often use executive sessions to discuss matters with which they feel uncomfortable in a public setting, yet are not defined within the law. **This is not only inappropriate, it is illegal.**

If you ever have any questions about executive sessions or Open Meetings Law, please call or email me immediately. I am more than happy to attend any of your board meetings for trustee training on this important topic.

Sarah



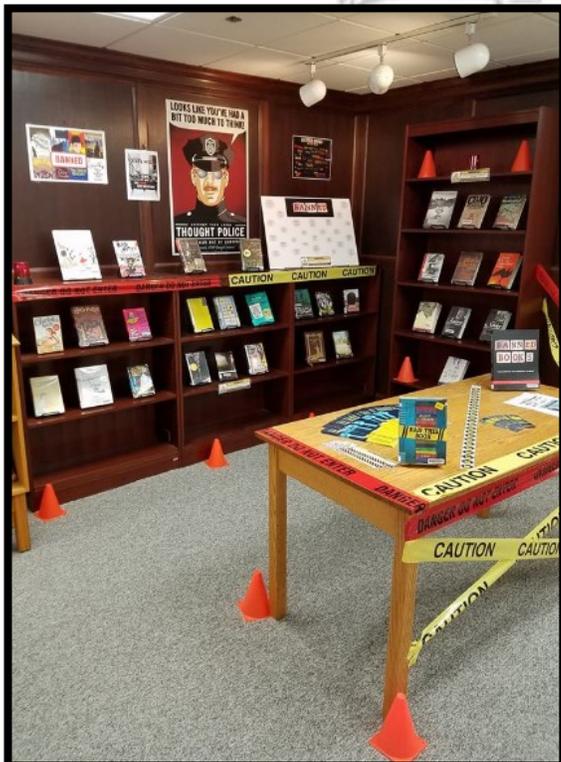
Banned Books Displays @ Member Libraries



[Cortland Free Library](#)



[Aurora Free Library](#)



[Waverly Free Library](#)



[Phillips Free Library](#)

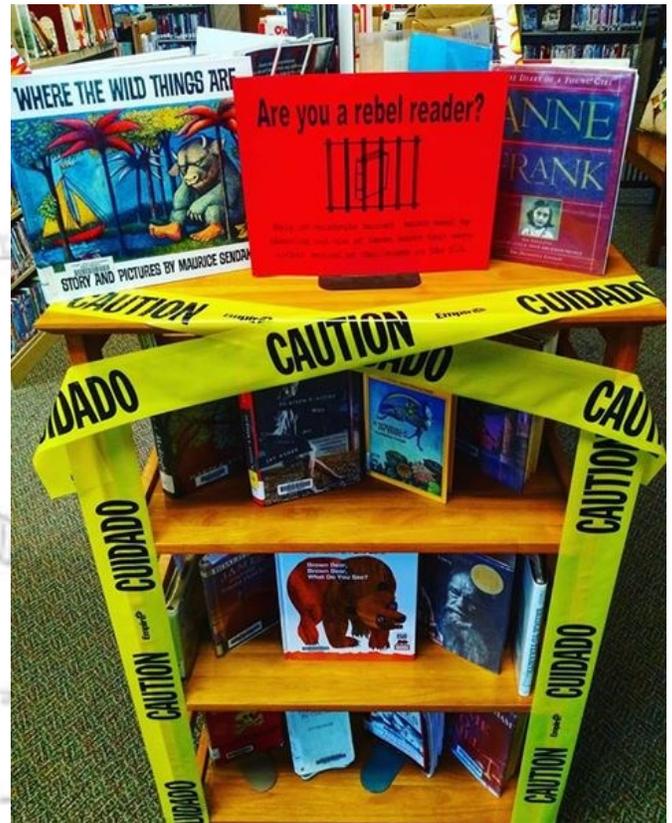
Have something to share? Get it to Amanda by 9am Friday to have it featured in the Weekly Bulletin!



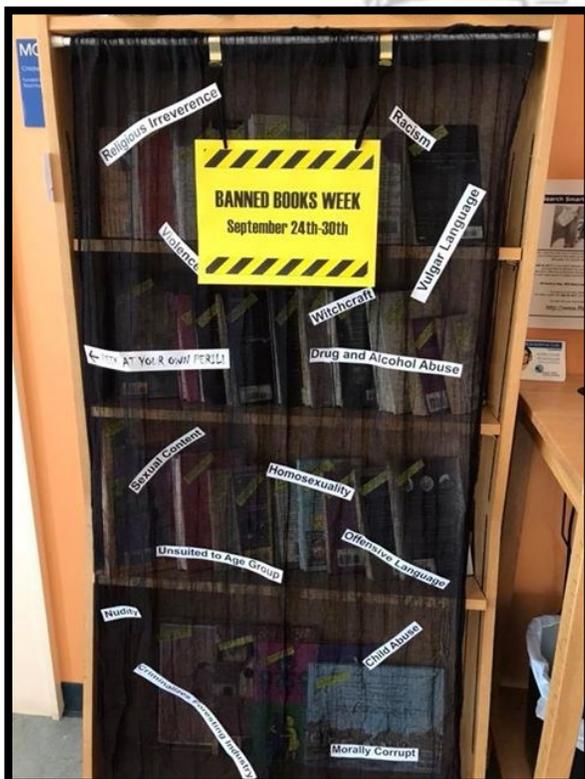
Banned Books Displays @ Member Libraries Part 2:



[Edith B. Ford Memorial Library](#)



[Stewart B. Lang Memorial Library](#)



[Lansing Community Library](#)



[Waterloo Library and Historical Society](#)



Scam of the Week

Scam of the Week: "Fake-tortion" Phishing Attacks

There is a new, sophisticated email scam you need to watch out for. Bad guys first send emails with links to inappropriate websites to business email addresses, and then follow up with extortion threats, claiming your workstation is infected and that they "know what you just looked at", and say they will send a video to all your email contacts, because they "recorded what you were watching".

Company email addresses were specifically targeted, which would have added additional pressure to potential victims "since it implies that a recipient's work PC was infected and may therefore taint one's professional image". "It is important for users to verify claims from the internet before acting on them," he said. "Most online attacks today require a user's mistake before actually becoming a threat. This is something that can be mitigated by addressing the weakness of the human point." We agree.

But Leonard said the scale of this campaign suggested the scammers were bluffing about having compromising information. "If the actors did indeed possess personal details of the recipients, it seems likely they would have included elements [such as name, address or date of birth] in more targeted threat emails in order to increase their credibility.

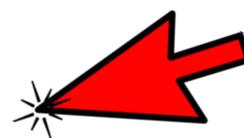
This led us to believe that these are simply fake extortion emails. We ended up calling it 'fake-tortion'."

If this type of scam email makes it through the spam filters into your inbox, do not click on any links, do not reply, and delete the message (or click on the Phish Alert button). Do not download any software to check your computer for viruses, but follow procedure to report these types of criminal emails. Remember: "Think Before You Click", it is more important than ever these days.



Let's stay safe out there.

Think Before You Click!





Webinars Workshops and Events

FLLS Events

Sign up here for all FLLS Workshops unless otherwise noted: www.flls.org/calendar-2/

Polaris Leap Regional Trainings

10/31 @ OVID

10/20 @ CORT 10/23 @ WAV

NYS Retirement System Employee Benefit Workshop

Thursday, October 5, 2017

10:00am-12:00pm

FLLS 2017 Annual Meeting

Friday, October 13, 2017

Location: Seneca Falls Country Club

Registration and Payment Required. Contact Diana

Leigh at dleigh@flls.org

Annual Summer Reading Workshop

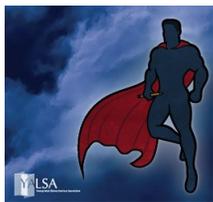
Thursday, March 15, 2018

9:00am - 12:00pm

Conferences, Outside Trainings and Fun Stuff

New York Comic Con Library Professional Day

Thursday, October 5, 2017



Teen Read Week

October 8-14

National Friends of Libraries Week

October 15-21, 2017

International Games Week

October 29-November 4

NYLA Annual Conference

November 8-11, 2017

Registration now OPEN

Save the Date! 2018 NYLA-YSS Conference

Friday, April 13, 2018

Webinars

Click on the titles for the links to the training pages.

Videography in Libraries

Wednesday, October 4, 2017

This webinar will go over many different ways you can utilize the creating of video in libraries, focusing on many of the free tools available. From smart-phones to 3D animation, the video possibilities for librarians are endless.

Like, Share, and Get Noticed! Using Social Media to Connect with Your Community

Wednesday, October 4, 2017 @ 1pm

This supplement to the Ready to Read at New York Libraries component "Strategies for Successful Partnerships and Outreach to Families with Young Children" will give participants techniques and best practices for engaging with their communities through popular social media platforms such as Facebook, Twitter, Instagram, and Pinterest.

NOVELNY: Britannica Academic

Thursday, October 5, 2017 @ 3:00pm

During this one-hour webinar, participants will have their questions answered and learn about Britannica Online's special features including: updated interface for easier searching; research tools to compare countries using demographic and economic statistics including built-in graphing and charting tools; the "My Research" storage tool; and much more.

Bilingual Storytimes: Reaching Through the Language Barrier

Thursday, October 12, 2017 @ 3pm

As our library clientele becomes more diverse, so must our programming. The good news is that you already have the skills and access to the resources you need to research, plan, and deliver targeted programming in languages other than English. In this webinar, we'll focus on how to adapt your current storytimes for Spanish/English storytimes. You can use this same process to deliver storytimes in any language.

Importance of Strategic Planning

Monday, October 16, 2017 @ 2pm

Does your institution have a strategic plan? If not, this webinar will convince you to start the process!

Through strategic planning, organizations create a road map for effective decision making. A strategic plan establishes a common vision, outlines strategic goals and objectives, and stresses organizational structures that support the work of implementation. This webinar will address the importance of having a strategic plan in place and will highlight how it can help your organization move forward.

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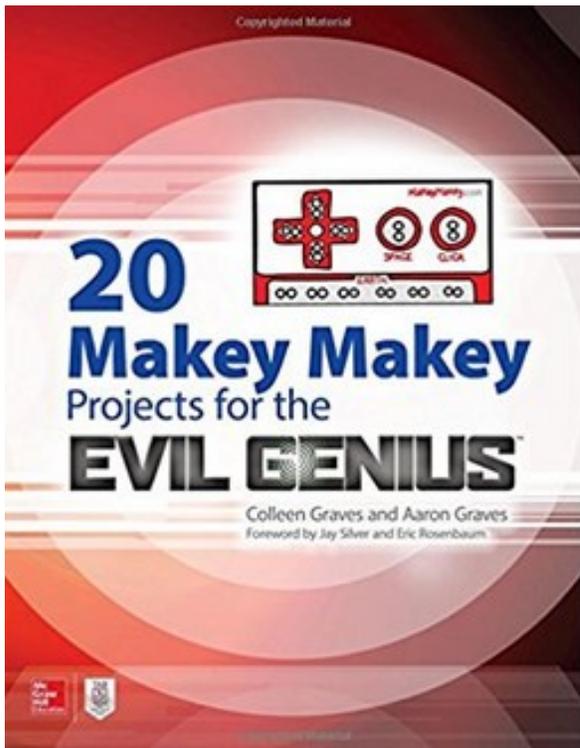


Around the Interwebs

- [Listening Isn't Cheating](#)
- [Librarian Returns Gifted Books to White House with Eloquent Response](#)
- [Awesome Pins for Library Lovers](#)
- [Halloween Coloring Pages for Adults](#)
- [C is For Collaboration](#)
- [How to Reduce Stress and Avoid Burnout](#)
- [22 Photos for The Book Lovers, By the Book Lovers](#)
- [How to Hot Spot | TechKnowledge](#)
- [House Approves IMLS, LSTA, IAL Funding for FY18](#)
- [Librarian Superpowers | Office Hours](#)
- [Libraries and the Art of Everything Maintenance](#)
- [New and Improved Resources to Celebrate Hispanic Heritage Month](#)

Professional Collection Highlight

20 Makey Makey Projects for the Evil Genius by Colleen Graves



This hands-on guide is filled with DIY projects that show readers, step-by-step, how to start creating and making cool inventions with the Makey Makey invention kit. Each project features easy-to-follow, fully-illustrated instructions and detailed photographs of the finished gadget. Readers will see how to apply these skills and start building their own Makey Makey projects.

20 Makey Makey Projects for the Evil Genius starts off with very approachable introductory projects, making it a great starting point for beginners. It then builds to more challenging projects, allowing more experienced users to go further by incorporating technologies like Raspberry Pi, Processing and Scratch programming, 3D Printing, and creating wearable electronics with Makey Makey. Projects are divided into four categories: “Fun and Games,” “Interactive,” “Hacks and Pranks,” and “Makey Makey Go.”

- No prior programming or technical experience is required
- Basic enough for beginners, but challenging enough for advanced makers
- Written by two educators who believe in fostering creative innovation for all

Place a Hold TODAY: A20519406096

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Youth Corner

Storytime Rhyme of the Week

“The Leaves Are Falling Down”

(Tune: Farmer in the Dell)

The leaves are falling down

The leaves are falling down

Red, yellow, green, and brown

The leaves are falling down

DayByDayNY
FAMILY LITERACY CALENDAR

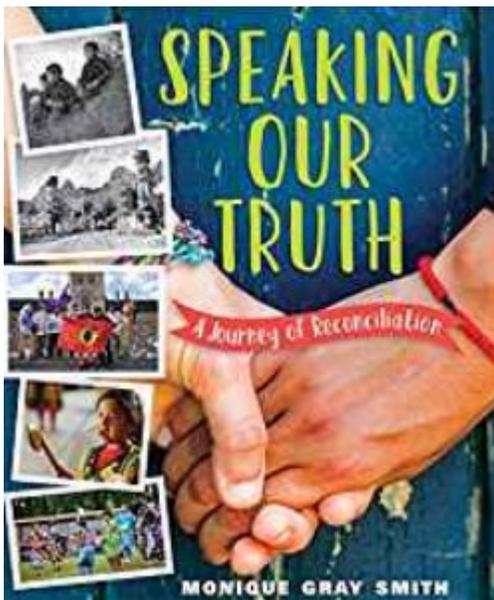
Youth Links

- [Pumpkin Patch Library](#)
- [Banned Books Should Stay on School Shelves](#)
- [Cupcake Liner Jellyfish Craft](#)
- [Great Pumpkins Projects for Halloween](#)
- [Children's Activity Calendar for November](#)
- [6 Ways Libraries and School Can Work Together](#)



We have a board for that! Check out our [Pinterest Page](#) with more ideas! Let [Amanda](#) know if you want to contribute to any of our boards or have an idea for a new board!

YA Book of the Week:



Speaking our truth by Monique Smith

“Smith includes messages of resilience from community leaders and elders and devotes an entire chapter to interview with young people as they express how important it is for them to contribute to the healing of their communities. Indigenous podcaster, Ryan McMahon says, 'Reconciliation is asking myself who my Ancestors were the day before they went to residential school, then doing everything I can to return to that.' Smith's book is an effort that returns, offering diverse voices that invite the world into the reconciliation experience. Absolutely necessary.” (*Kirkus Reviews*—starred review 2017-06-09)

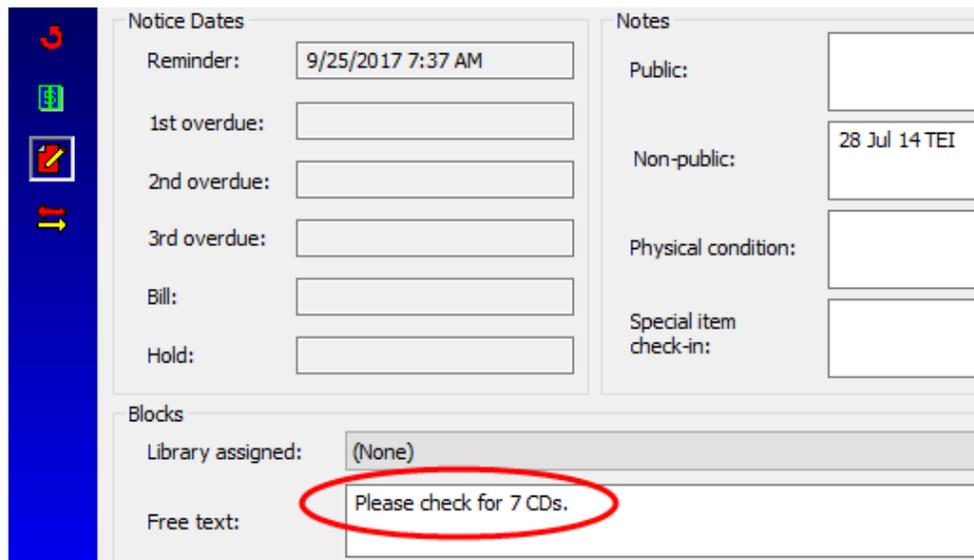
SLJ Starred Review 9.2017

Polaris Tip of the Week

Volume Field in BOCD

The volume field is rarely used in a BOCD item record. The field is primarily used for the disc count in a multi-part DVD or Blu-Ray set.

When entering a typical BOCD item into Polaris, leave the volume field blank. Enter “*Check for X discs*” in the **Free text Block** field on the Notes and Notices page of the item record. This block encourages staff to check for the number of discs at Check In and Check Out.



The screenshot shows the Polaris interface for a BOCD item record. On the left is a blue sidebar with navigation icons. The main area is divided into sections: 'Notice Dates' with fields for Reminder (9/25/2017 7:37 AM), 1st overdue, 2nd overdue, 3rd overdue, Bill, and Hold; 'Notes' with fields for Public, Non-public (28 Jul 14 TEI), Physical condition, and Special item check-in; and 'Blocks' with 'Library assigned' set to '(None)' and 'Free text' containing 'Please check for 7 CDs.', which is circled in red.

The only instance where you would enter information into the volume field of a BOCD item record would be if the BOCD is oversized and has to be split into 2 cases. See records A20519226640 and A20519226195 for a correct example.

A breath of snow and ...	Adult ...	CD - Audiobook	BOCD Gabaldon v. 1	d. 1-24	In	A20519226640
A breath of snow and ...	Adult ...	CD - Audiobook	BOCD Gabaldon v. 2	d. 25-48	In	A20519226195

Don't forget about the Polaris Documentation online.
Visit www.fls.org and click on Staff Login.
Contact Jenny or Eric for the login information.

Awards, Contests and Grants

Click on the titles for the links to the grant pages.



[RIPL 2018 Scholarship Opportunity](#)

Deadline: Friday, October 27, 2017

RIPL is a national event, hosted by the Colorado State Library and the Colorado Library Consortium, and offers three days of hands-on, intensive workshops about:

Evaluation design and implementation

Data collection and use for strategic planning, management, and communication

Measures for reporting library impact

[NYS Kids Safe Online Poster Contest](#)

Deadline: December 1, 2017

The goal of the contest is to engage young people in thinking about cyber security through the creation of posters that will encourage their peers to use the Internet safely and securely.

[2017-2018 Family Literacy Mini Grant](#)

Deadline: December 15, 2017

For early literacy initiatives for the 33 FLLS member libraries.

[Community Foundation of Tompkins County Library Grants \(Rosen\)](#)

Deadline: January 2018

It's never too early to start planning for your Community Foundation Library Grant! Contact Amanda with questions.

[Build-A-Bear Literacy and Education Grants](#)

Opens in January



Question of the Week

LAST WEEK'S QUESTION OF THE WEEK:

Why is a challenge to a book such a big deal?

A challenge is an attempt to remove or restrict materials, based upon the objections of a person or group. A banning is the removal of those materials. Challenges do not simply involve a person expressing a point of view; rather, they are an attempt to remove material from the curriculum or library, thereby restricting the access of others. Due to the commitment of librarians, teachers, parents, students and other concerned citizens, most challenges are unsuccessful and most materials are retained in the school curriculum or library collection.

From: <http://www.ala.org/advocacy/bbooks/banned-books-qa>

THIS WEEK'S QUESTION OF THE WEEK:

What are some things you can expect from families with young children at the library? What can you do to make the library a welcoming space for all?

To answer a Question of the Week, please email Amanda (aschiavulli@flls.org) with "Question of the Week" in the **Subject**. Please include your source. **Prizes are available for correct answers using one of our databases or a credible source**