



## MEMBER LIBRARY WEEKLY BULLETIN

No. 17.23

Friday, June 23, 2017

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### Reminders:

#### Zinio Magazines Down on Monday For Rebranding to RBdigital

The long awaited update to Zinio for Libraries is finally upon us! The migration will take place on June 26 at 8pm at which point Zinio will be down until the morning of the 27<sup>th</sup>. Users will be prompted to update their Zinio App to the new RBdigital app. It should be seamless and require little effort on your part. Information, templates and links for all the new RBdigital Marketing are available on our [Promotional Materials](#) page.

#### Summer Reading Website Update

We do not have the official update from the state for statistics. Please visit <http://www.flls.org/summerreadingprogram/> for more information about the 2017 Summer Reading Program including updated templates, ideas and links.



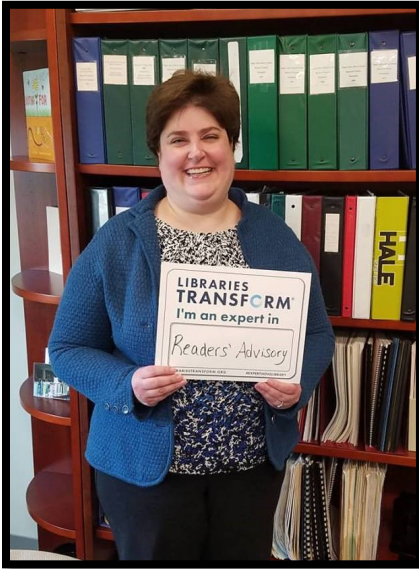
#### Voting is Open for 2017 NYLA Elections

Visit [NYLA's webpage](#) for information about the election. Voting ends July 15, 2017.

#### Construction Grants

The NYS Public Library Construction Grant portal is now open! If you are thinking about applying for a grant please contact Kristi Downham @ [kdownham@flls.org](mailto:kdownham@flls.org) or 607-273-4074 ext. 228. to set up a mandatory site visit. Please contact Kristi with any other questions or concerns.

# From the Director



In mid-May, 18 out of the 23 public library systems met in Albany to discuss the proposed public library minimum standards that we worked on this winter/spring. Out of the 700+ libraries in New York State, 503 of them took part in the survey. Most of the libraries responding categorized themselves as rural, with the next highest category as suburban. While most of the surveys were completed by library directors, over 50 trustees took part in the survey and 12 staff members.

The majority of libraries viewed the proposed minimum standards changes as either somewhat positive or very positive. The majority of responses to the online survey also indicated that time constraints rather than monetary restraints would prevent libraries from completing these proposed changes. Overall, most libraries in New York State felt these were healthy goals to strive for. A commitment to modernizing libraries, policies, and technology was strongly voiced.

Two weeks ago, the Executive Committee of PULISDO met with senior State Library staff to discuss our survey results and subsequent meeting with public library system directors. The State Library was agreeable to the changes set forth based on feedback from survey responses and directors feedback. We have just been given permission to share the results of those meetings, so I will be sending out the document to both library directors and trustees.

Changes were made for some of the proposals. For instance, one of the standards that received the most complaints/feedback was Standard 13, regarding technology training. The original proposal suggested that all public service staff must complete a minimum of eight hours of technology training annually. The new wording for Standard 13 now reads: "Staff receive annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service."

System directors will be meeting for three days during the third week of August at a retreat in the Utica area. One of the days will be spent working with the State Library to finalize these proposals. After this, a public comment period will be announced and take place. Please make sure to review the new documents I will be sending out this week and let me know if you have any comments or concerns.

Sarah



# Member Library News

## Library Events From Around the System on Facebook

Amanda has been busy adding your events to the [Finger Lakes Library System's Facebook Page](#)! Sharing events, whether it's local, official partners or events at other libraries, helps to increase your visibility this summer (and year round). Have a question? Want a visit? Give Amanda a call or email to help her help you!

JUN 26	<b>Kids Book Club (Grades 5-8)</b> Mon 6 AM	Lang Memorial Library Cato	Boost Event	More ▾
JUN 27	<b>GrotonCon- Vol. 2!</b> Tue 10 AM · Sara Burdick Knobel is going	Groton Public Library Groton	Boost Event	More ▾
JUN 27	<b>Craft Club</b> Tue 5 PM · 2 guests	Cortland Free Library Cortland	Boost Event	More ▾
JUN 28	<b>4th of July Story Time</b> Wed 10:15 AM · 1 guest	Waverly Free Library Waverly	Boost Event	More ▾
JUN 29	<b>Summer Reading Kick-Off with The Hill Brot...</b> Thu 10:30 AM · by Hazard Library Association	Poplar Ridge Friends Meetin... Cortland	Boost Event	More ▾
JUN 29	<b>Dan the Snake Man - Thursday - June 29 at ...</b> Thu 7 PM · Sara Burdick Knobel is going	Groton Public Library Groton	Boost Event	More ▾
JUN 30	<b>Physics Bus</b> Fri 12 PM · Xun Jiang is going	George P. & Susan Platt Cad... Nichols	Boost Event	More ▾
JUL 3	<b>Where the Heart Is Discussion</b> Mon 5 PM	Cortland Free Library Cortland	Boost Event	More ▾
JUL 6	<b>Small Great Things Discussion</b> Thu 5 PM	Cortland Free Library Cortland	Boost Event	More ▾
JUL 7	<b>SingSong Music Workshop</b> Fri 3 PM · 14 guests	Ulysses Philomathic Library Trumansburg	Boost Event	More ▾



# Webinars Workshops and Events

## FLLS Events

Sign up here for all FLLS Workshops unless otherwise noted: [www.flls.org/calendar-2/](http://www.flls.org/calendar-2/)

### **FALCONS Meeting**

Thursday, August 17, 2017  
9:30am-11:30am

### **Youth Services Advisory Committee Meeting**

Thursday, September 14, 2017  
1:00pm—3:00pm

### **Save the Date: FLLS 2017 Annual Meeting**

Friday, October 13, 2017  
Location: Seneca County

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## Conferences, Outside Trainings and Fun Stuff

### **SLUSH Summer Gaming**

Mark your calendars- The summer SLUSH (Savvy Librarians Uniting for Social Hour) will be combined with some games!

**Tuesday, July 25, 7pm**

Trivia Night at The Haunt ([Geeks Who Drink](#))  
702 Willow Ave., Ithaca

**Friday, August 25, 5-6pm**

[Escape Ithaca](#)

109 W State St, Ithaca

\$20 per person

RSVP to [jphilippe@scrlc.org](mailto:jphilippe@scrlc.org)

### **Designing Effective Surveys: Practical Skills for Any Library**

**Monday, July 14, 2017 10am**  
Liverpool, NY



### **Social Justice Summit: The Power of Active and Engaged Librarianship**

**Wednesday, July 19, 2017**  
Binghamton University

### **2017 ARSL**

**September 7-9th**

This year we are heading to gorgeous St. George, Utah.

### **Northeast Regional Digital Collections Conference**

**September 27 & 28, 2017**

## Webinars

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

### **Effective Online Outreach: Tools and Tactics for Connecting Communities and Collections**

**Thursday, June 29, 2017 @ 3:00pm**

Find inspiration and practical ideas that can breathe new life into your collections and keep libraries front and center in users' lives.

### **Cyber Security and Privacy: Protecting Yourself and Your Users**

**Thursday, July 6, 2017 @ 2:30pm**

In this workshop you will learn about reasonable actions that you can take to protect yourself and your data. You can use this information to offer workshops that teach your users how to best protect themselves online.

### **Wikipedia for Libraries: Preview the Possibilities**

**Wednesday, July 19, 2017 @ 3pm**

Wikipedia can be a useful tool to connect patrons with quality information and help them build information literacy skills. In this webinar, learn how you can use Wikipedia to expand access to your collections and creatively engage your communities.

### **How to Craft a Proposal to a Foundation**

**Thursday, July 20, 2017 @ 2pm**

Proposal writing is the skill most sought after by savvy nonprofit staff members. On the one hand, writing a grant proposal is quite simple and follows a basic formula. However, submitting a proposal may be your only chance to put the case for funding your organization in front of a foundation, so you want to be sure to do it right. **Cost: \$69**

### **Getting to Know Informe Académico and Educator's Reference Complete**

**Monday, July 24, 2017 @ 11:00am**

Informe Académico meets the research needs of Spanish-speaking users with a wide range of full-text Spanish- and Portuguese-language scholarly journals and magazines both from and about Latin America with more than 1,100 periodicals and 200 reports.

### **Measures that Matter Part Three: Moving Toward More Meaningful Measures**

**Wednesday, July 26, 2017 @ 3pm**

Circulation, visits, program attendance, patron satisfaction...these are some of the many measures commonly collected by public librarians. But how well do we understand what measures tell the most meaningful stories of today's libraries?

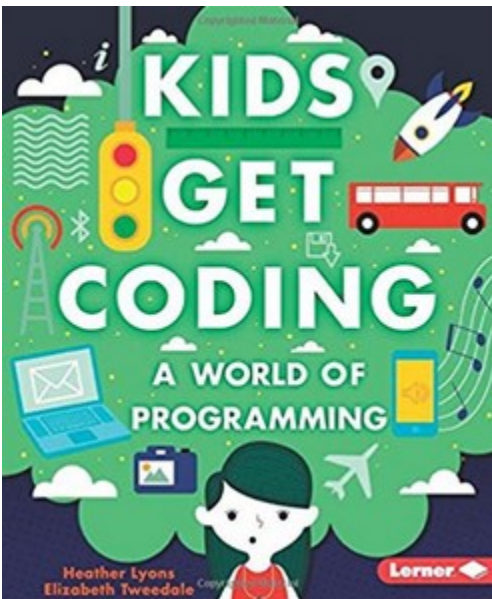




## Around the Interwebs

- [Carla Hayden and Louis Erdrich Win WNBA Awards](#)
- [Free and Low Cost Tabletop Games](#)
- [11 Books to Make You Love Your Library Even More](#)
- [Standing Up For Our Communities](#)
- [ESL Programs Position Libraries as Welcoming Places](#)
- [New York Public Library to display Declaration of Independence copy for holiday weekend](#)
- [Standing Up for Our Communities](#)
- [Emma Watson is Hiding Books Around Paris](#)
- [Peek Over Our Shoulders: What Rioters Are Reading On June 22, 2017](#)
- [Senator O'Mara and Summer Reading](#)
- [How to Measure Diversity](#)
- [How Cats Conquered Humans Thousands of Years Ago](#)
- [How Slicing Through a Log Reveals an Alien World](#)
- [Rare Great American Eclipse Cuts Through the Sky in August](#)
- [Saving Lives in the Stacks](#)
- [Electrician damages new \\$12M ceiling at New York Public Library](#)
- [Millennials are the most likely generation of Americans to use public libraries](#)
- [Saving Lives in the Stacks](#)

## Professional Collection Highlight



### *A World of Programming: Kids Get Coding by Heather Lyons*

In this introduction to computer programming, Data Duck leads the exploration through how computers work. The second half of the book explains how computers do a range of tasks from searching and sorting to pictures and sound. The text and animated illustrations work well together to convey each topic. The explanations throughout the book use analogies kids can understand. For example, organizing files is compared to cleaning your room and files are compared to books in a library. As new concepts are introduced, Data Duck provides clarifying details or reminders of previously covered topics. Questions and activities are on odd numbered pages with answers in the endpapers. While there is no actual instruction on how to program, this is a solid choice for intermediate age students; providing an age appropriate and informative introduction to the inner workings of computers.

**Place a Hold TODAY: A20519096891**

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## A decorative banner for the 'Youth Corner' section. It features a white rectangular box with a black border containing the text 'Youth Corner' in a large, black, rounded font. The box is flanked by two pairs of flip-flops hanging from a light green string with wooden clothespins. On the left are two green flip-flops, and on the right are two blue flip-flops. Below the main banner, there are two more pairs of flip-flops, one pink and one yellow, also hanging from the string.

**DayByDayNY**  
FAMILY LITERACY CALENDAR

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# Scam of the Week

## Sun, Sand, and Cybersecurity

*From the desk of Thomas F. Duffy, MS-ISAC Chair*

It is that time of the year when so many of us pack our bags and hit the open road or head to the airport for a well-earned vacation. We may be ready to take a break from our normal lives, but we still need to be cyber secure while we are enjoying our time off!

### Stop-Think-Share

Always be careful about how much you post on social media about your vacations before and during your travels. Criminals can and do watch online posts to find people that are on vacation because that means you have left your home unattended. Before “checking in” to a location on a social network, consider what else you are sharing – like the information that you aren’t home. Consider skipping the “check in” and making your vacation posts after you have gotten back. This is another way people can see you aren’t home. Perhaps this will have the double benefit of letting you take the time to choose only the best photos to post after your trip is over! At the very least, consider using privacy settings that only let friends see your posts. Additionally, consider turning off GPS and auto-tagging/auto-check in features, if you have them enabled.

### Disable WiFi auto-connect services

Some devices have an auto-connect feature that will search for and automatically connect to available and accessible WiFi networks without your interaction. This can allow your device to automatically connect to an unencrypted, public WiFi network, or even one that was set up by a malicious actor to eavesdrop on your browsing and connection activity.

If you want to connect to a store or hotel’s network, check with an employee to see what the correct network is called, and see if they can provide a network password for a more secure, encrypted network. Always use a secure, encrypted network that requires login credentials if you have the option. In the event that isn’t an option, and you can use your phone as a WiFi hotspot, use that instead to get a more secure connection for another device that can’t make direct use of the cellular network’s connection.

Additionally, make sure you do not choose to “remember this network” or “join this network automatically” once you have settled on a more trusted network for use during your vacation. If you have these settings switched on for a very generically named network, your device may connect you to a less secure one that happens to have the same name. Even if you have this turned off, there’s another setting that will automatically connect you to a network you have joined before, which can be a problem since your device doesn’t know the difference between your coffee shop’s “Guest” network and a malicious “Guest” network. Turn these settings off so you don’t automatically connect, and choose to connect only to more trusted, safer WiFi networks.

### Keep your devices close, and keep them locked when not in use!

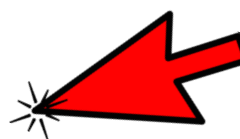
Whether it’s your laptop, tablet, or smartphone, be sure to keep your device on you or with someone you trust. Never leave a device unattended in an airport, train station, restaurant, hotel lobby or anywhere else in public while travelling. There is a common scam that targets people who leave devices sitting next to them. In this scam, another traveler will approach you and ask for help and then lay a newspaper or map down over your device. While you’re distracted answering their question, they are picking up and pocketing your device under the cover of the newspaper or map!

Set a strong password: Use at least 8 characters in upper and lower case, numbers, and symbols



Let's stay safe out there.

**Think Before You Click!**



# Polaris Tip of the Week

## Suspending Holds:

A patron may want to suspend a hold request if they are going out of town and reactivate the hold when they return while still maintaining their position in the queue. Or a patron may want to place hold requests on items in a series and see them in order while maintaining their position in the queue. For example, if a patron wants to see [the complete first season of \*The Big Bang Theory\* on DVD](#) and they are all checked out, they can place hold requests on seasons 1-5. After they place the requests, they can suspend the holds for 2-5 and reactivate each volume as they check out the next in the series. This maintains their natural position in the holds queue.

## Suspending Holds via the Polaris client:

1. Search for the patron in **Patron Status**.
2. Choose the **Requests** option on the left-side of the screen to view requests. Double-click on the title you wish to suspend.

Author	Title	Format	Call Num...	Activation ...	Status	Pickup Bra...	Q...	Hold Until ...	Gr...
Alan, Bar...	Training skills for libra...	Book	ProGEN 0...	7/21/2015	Pending	Cortland - C...	1		
Buettner, ...	The Blue Zones soluti...	Book	613.2 Bue...	7/10/2015	Out	FLLS - Finge...			
Buettner, ...	The blue zones : les...	Book	AN 613.2...	7/10/2015	Out	FLLS - Finge...			
Moss, Mich...	Salt, sugar, fat : how...	Book	613.2 Moss	7/10/2015	Out	FLLS - Finge...			

3. From the Hold Request screen, change the **Activation** date in the upper right-hand corner to some date in the future. This will automatically suspend the request.

Request
Status: Pending
Request date: 7/21/2015
Pickup: Cortland - Cortland Free Library (CORT)
Origin: Library
Activation: 7/21/2015
Expiration: 11/18/2015

4. The request will be reactivated on the date that you or the patron indicated.

Next week, learn how to suspend holds using the PAC!



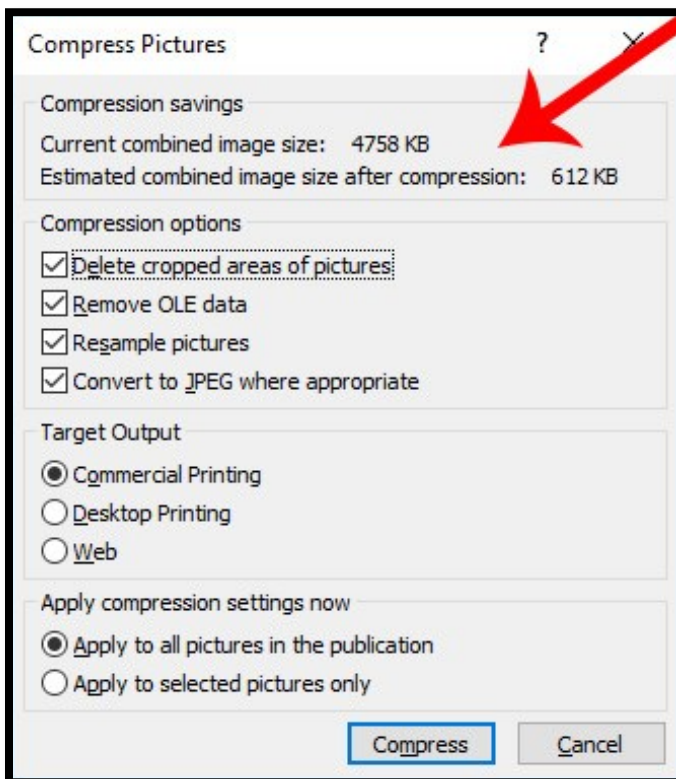
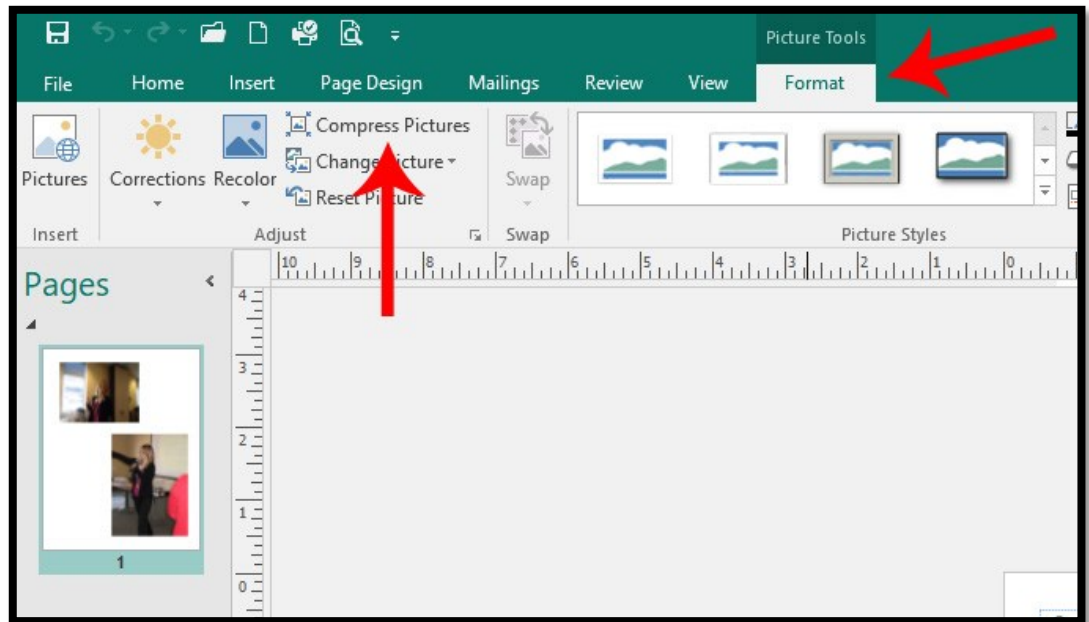
# Tech Tip: Compressing Publisher Documents

Microsoft Publisher is an excellent tool for creating posters, flyers, tri-folds, and other documents with graphics and photos. But Publisher documents can become large, taking up lots of disk space and, when posted to websites, require a lot of bandwidth to download.

Luckily, Publisher offers a "Compress Pictures" feature that can reduce the overall size of your document without losing quality!

Once you have your document laid out, click on any picture or graphic in the document and the **Format** tab will appear on the menu ribbon. Click on Format and you'll see the option to "Compress Pictures" on the top, left of the ribbon.

When you click **Compress Pictures**, a dialog box will open. The compression options will be checked by default. In the Target Output section are options for commercial and desktop printing and posting to a website.



Commercial Printing will apply the least amount of compression and should be used for anything you're sending out to be printed in a high quality.

If you're printing in-house on a laser or inkjet printer, select Desktop Printing which will reduce the image sizes further.

Selecting Web will apply the greatest amount of compression and is fine for documents intended to be viewed online.

Finally, you can apply compression only to the pictures or graphics you've clicked on to select, or you can apply compression to the entire document. In the example included, the original document would be 4.758MB in total size. Commercial Printing compression would reduce it to 612KB, Desktop Printing to 330KB, and Web to 63KB. The Compress Pictures window will show you the estimated file size when you select each of the Target Output options so you can select the one that works best for your document. Once you have your settings, click the Compress button and your document is ready to go.

# Awards, Contests and Grants

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



## Student Research Award

**Deadline: July 1, 2017**

The award consists of a cash prize and certificate. It encourages students to explore the wealth of historical records found in archives, libraries, and other community organizations throughout New York State.

## Best Small Library in America

**Deadline: July 17, 2017**

Library Journal's annual award for the Best Small Library in America is returning, with the support of sustaining sponsor Junior Library Guild. It honors the U.S. public library that most profoundly demonstrates outstanding service to populations of 25,000 or less.

## American Honda Foundation

**Deadline: August 1, 2017**

The American Honda Foundation supports nonprofit organizations and educational institutions nationwide that address the areas of youth and scientific education. Grants range from \$20,000 to \$75,000.

## 2017 Joseph F. Shubert Library Excellence Award

**Deadline: August 1, 2017**

The Award will recognize a New York State library or library consortium that has taken significant steps to improve the quality of library service to its users. As in past years, an award of \$1,000, graciously donated by the Friends of the New York State Library, will be given to the winner along with a plaque at the annual New York Library Association conference in the Fall.

## Lowe's Charitable and Educational Foundation: Community Partners

**Deadline: August 25, 2017**

The Foundation's Community Partners grant program supports nonprofit organizations and local municipalities undertaking high-need projects such as building renovations and upgrades, grounds improvements, technology upgrades, and safety improvements. Grants range from \$2,001 to \$100,000.

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## Question of the Week



### LAST WEEK'S QUESTION OF THE WEEK:

**Vaporeon, Umbreon, Jolteon and Sylveon are all what? (2 answers)**

Thank you to Jessie Miglus of the Ulysses Philomathic Library and Chris Brewster of the Waverly Free Library who both answered correctly: Vaporeon, Umbreon, Jolteon, and Sylveon are all Pokemon. Specifically, they are all evolved forms of Eevee.

From: <http://www.pokemon.com/us/pokedex/>

### THIS WEEK'S QUESTION OF THE WEEK:

**This speedy mammal is celebrating his 26th birthday. He frequently saves the world from this villain with his sidekick named Miles and this frenemy echidna. Who/what is the mammal, who is the villain and what is the name of the echidna? (3 answers)**

To answer a Question of the Week, please email Amanda ([aschiavulli@fls.org](mailto:aschiavulli@fls.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\*\*