



## MEMBER LIBRARY BI-WEEKLY BULLETIN

No. 20.5

Friday, March 13, 2020

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### Announcements & Reminders

The Ithaca City Schools are canceling non-scholastic events, so we are following suit and canceling the Summer Planning Meeting. This is a preventative measure, as there are no confirmed cases in our service area (as of 3/12/2020 at 4:00pm). Meeting materials will be made available on our website.

The Outreach Mini-Grant deadline has been extended to April 3. Additionally, no paper submissions will be accepted. Please contact Jenny with questions, comments, and concerns: [jshonk@flls.org](mailto:jshonk@flls.org). Visit the [Outreach Services](#) page to access the application, FAQ document, and to see previous recipients.

### Links to Make You Think

['The Booksellers' Speaks Volumes About Old Books And Those Who Love Them](#)



[AL Direct Newsletter: Working from home, Fitbits, Vaping](#)

[Managing Stress and the Threat of COVID-19](#)

[Neil Gaiman and Chris Riddell on why we need libraries – an essay in pictures](#)

# From The Director



We are under rapidly changing times due to COVID-19. I have been updating our member library directors with suggestions and guidelines a few times a week, and I have more updates for you today:

**Extension of Library Due Dates** - FLLS is going to extend the due dates of all items, including out-of-system ILLs, to 5/1/2020 to help encourage patrons to stay home if they are sick. We will be starting the process this afternoon (3/13/20) and it should be in place by Saturday morning. This will impact notices, fines, and holds. I met on Friday afternoon with the Finger Lakes Library System Board President to authorize this change that was requested by some of our member libraries.

**Out-of-System Interlibrary Loan** – This service will temporarily be suspended on Monday, March 16. We handle an extremely large amount of out-of-system interlibrary loans from institutions across the United States. The health and safety of our system staff, member library staff, and community members is important to us and is the reason we are temporarily stopping this service. FLLS will reassess this service on an on-going basis while COVID-19 is occurring.

**Delivery** – FLLS has a board meeting on Wednesday, March 18. We will be assessing our delivery service and determining if and when we need to suspend this service to member libraries.

**FLLS Office and Staff Working from Home** – FLLS held our last in-person meeting with the South Central Regional Library Council Board of Trustees this morning. All other in-person meetings have been temporarily suspended and will be held virtually.

Professional staff have the option of working from home effective Monday, March 16 until at least April 3. This includes Rex, Eric, Nora, Deb, Jenny, and Kristi. I will be working in the office unless we close our building.

**Open Meetings Law Changes** - NY State Governor Andrew Cuomo has suspended the following law, allowing the attendance of meetings telephonically or via other similar devices until at least April 11, 2020:

Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

This Executive Order pertains to all boards that are required to follow open government law.

I will continue to update our member libraries with changes or closures. Please feel free to call or email if you have any questions.

Sarah

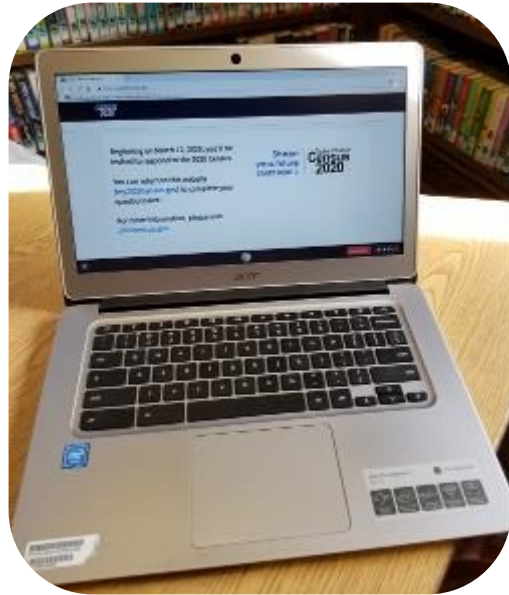


## Member Library News

### Springport Free Library in Union Springs

“Springport Free Library has a dedicated and secure Chromebook all ready for people to walk in and take the 2020 census!”

*Carla Piperno-Jones, Director*



### Lang Memorial Library in Cato

“Getting ready for Spring at our adult and teen craft night!”

*Gayle James, Director*







## **Scam Alert!**

### **'Shark' Gets Hooked for \$380K in Email Phishing Scam**

"Shark Tank" star Barbara Corcoran is missing nearly \$400,000 Wednesday morning after her office was victimized by email scammers who used a tiny typo to gain the upper hand.

The scam started last week when an email chain was forwarded to Barbara's bookkeeper, a woman named Christine. Folks on Barbara's team tell us the email appeared to have been sent from Barbara's executive assistant, Emily ... and it informed Christine she had the green light to pay \$388,700 to a company called FFH Concept GmbH in Germany.

The problem is that email didn't really come from Emily. The scammers changed Emily's email address by removing one letter, so they were the ones actually communicating with Christine ... who did ask the right questions. For instance, she asked what the money was for, and got an email back saying FFH was designing German apartment units in which Barbara had invested.

Great cover story because we're told Barbara really does invest in real estate, and FFH is a real company in Germany. Plus, all of this looks even more legit because it appears to be coming from Barbara's assistant.

Anyway, on Tuesday ... the bookkeeper fires off the wire payment to the account listed in the original email. Afterward, she emails Barbara's assistant, Emily -- at her real address -- and it's only then that Emily uncovers the scam. She noticed her address was altered on the previous chain of emails.

Unfortunately, the money is gone, but we're told Barbara's IT folks traced the original scam emails back to a Chinese IP address, and her attorneys are figuring out their next move.

Yes, even a Shark can get hooked by a phishing scam.

<https://blog.knowbe4.com/breaking-news-shark-gets-hooked-for-380k-in-email-phishing-scam>

You may want to pass this link around to your staff and have them read it to help familiarize themselves with various types of phishing scams:

<https://www.tripwire.com/state-of-security/security-awareness/6-common-phishing-attacks-and-how-to-protect-against-them/>



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# Webinars, Workshops, & Events

## FLLS Events

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

### **Adult & Teen Programming: Beg, Borrow, Steal!**

**Thursday, April 9, 9:30am**

Held at Finger Lakes Library System. Session will be moved online if deemed necessary.

### **Caring for the Mind: Providing Mental Health Information at Your Library**

**Thursday, August 6, 9:30am**

Responding to questions involving topics on mental health is challenging even for the most experienced library worker. In Caring for the Mind, participants will learn how to effectively provide mental health information at their libraries. Participants will learn about the best electronic resources to consult as well as ways to improve their print collections. Best approaches for handling interactions with emotional patrons will also be discussed. Other topics covered include: bibliotherapy/graphic medicine; health programming; and youth health issues. This class will increase participants' skills for providing mental health information for care providers and the public. Held at Finger Lakes Library System.

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## **Conferences & Outside Trainings**

### **YSS Spring Conference**

***Stone Soup: Stronger Libraries Through Inclusion and Collaboration***

**May 15 in Clayton, NY**

*Registration is open!*

**NYLA Public Library Section (PLS) & Rural Libraries Round Table (RLRT) 2020 Spring Conference**

**June 5 in Liverpool, NY**

*Registration coming soon!*

### **ALA Annual Conference**

**June 25-30 in Chicago, IL**

*Registration is open!*

## Webinars

### **The Development of Early Literacy Learners**

**Thursday, March 19, 1:30pm (FREE)**

Presented by Donna M. Scanlon, PhD, Professor in the Department of Literacy Teaching and Learning at the University at Albany, State University of New York

Participants will gain:

- a stronger understanding of early literacy learners and what prepares them for success
- many children's book examples highlighting the features that support growth in early literacy skills and knowledge
- new tools to further enhance programming, outreach, and collection development related to *Ready to Read at New York Libraries'* goals

Questions? Contact Sharon Phillips, *Ready to Read at New York Libraries* Program Director at [Sharon.Phillips@nysed.gov](mailto:Sharon.Phillips@nysed.gov)

### **Social Work Students and Public Library Partnerships**

**Wednesday, April 29, 3:00pm (FREE)**

Librarianship and social work have many shared values, including meeting the expanding and evolving needs of individuals and the community. Nearly 80 public libraries in the U.S. have collaborated with social work programs or schools of social work, to provide valuable learning opportunities for social work interns, and to connect community members with crucial services which exist beyond standard library offerings. Libraries or social work educators looking for ways to initiate collaborations with social work interns should join this webinar to understand the benefits, and a few challenges, to partnering with an institution or individual. Explore the types of intern assignments at the library that align with key social work competencies, from needs assessment to 1:1 patron referrals, and from staff training to outreach programs. And finally, discover how these internships can work for libraries of all types and sizes, including those in small and rural communities.



## Programming Ideas

### Thinking about moving your storytime online?

While there are hundreds of storytime videos on YouTube and Facebook, FLLS recommends erring on the side of caution and live-streaming on Facebook rather than recording and posting online. Also, consider using a flannel board to tell a story or use a copy-right free song!

### Storytime Katie: All the Little Germs



“All the little germs, dirty and mean,  
Hiding on your palms, (point to where they’re hiding)  
Where they cannot be seen.  
Wash them, (rub hands together)  
Scrub them, (rub knuckles together)  
Rinse them away. (whisk hands across each other)  
Then we’ll have clean hands, (hold hands out palm up)  
Hip, hip, hooray! (jazz hands!)

*(More verses: Hiding between your fingers, Hiding behind your hands, Hiding on your thumbs, Hiding under nails, Hiding on your wrists)*

I used this in [Manners storytime](#) when I talked to the kids about keeping our hands clean to be polite to our friends. I also used this in a recent “I’m Sick/Ouches” storytime. The kids loved pretend scrubbing their own hands and parents/caregivers love the reminder that hand washing is necessary and healthy!”

Taken from: <https://storytimekatie.com/2015/05/22/flannel-friday-all-the-little-germs/>



# Census 2020 Update

## Topic: Promotion

The Census is **SAFE, EASY, & IMPORTANT!** Help us spread the word! There are a plethora of Census 2020 graphics available online. FLLS will also be promoting the Census on Facebook, Twitter, and Instagram. Please feel free to share our posts.



**Census Bureau Outreach Materials**

**Census Bureau Social Media Materials**

**Count All Kids Toolkit**

**Sesame Workshop 2020 Census Kit**

**Creatives for the Count**

## Resources

FLLS Census 2020: Information for Libraries

NYSL DLD Census 2020 Resources

American Libraries Special Report: 2020 Census

ALA Libraries and the 2020 Census Update

## Questions? Comments? Concerns?

Consulting, Resources, Training:

Jenny Shonk

[jshonk@flls.org](mailto:jshonk@flls.org) or 607-273-4074 x236

Technology:

Rex Helwig or Eric Franks

[rhelwig@flls.org](mailto:rhelwig@flls.org)/[efranks@flls.org](mailto:efranks@flls.org) or 607-273-4074 x237

## Reminder

*The Census Bureau will begin mailing documents on March 12, and Census Day is officially April 1. As per ALA, "We are entering a period of elevated risk and misinformation around the Census. If you see something concerning or purporting to be from ALA that seems suspect, please verify it with our Census staff leads, Larra Clark ([lclark@ala.org](mailto:lclark@ala.org)) and Gavin Baker ([gbaker@alawash.org](mailto:gbaker@alawash.org)). Be on your guard, and don't hesitate to call even if the issue feels minor."*

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# Polaris FAQ

## Item Record Recommendations

We recommend using a template to ensure accuracy. If you use a template, the Prefix will already be filled in. Be sure to scan in the item barcode and then enter the **Price**, **Class**, **Cutter**, and **Stat Code**. Also, check to make sure a **Collection Code** has been selected. Please also enter the appropriate volume number, if applicable.

Decide whether this item will be for Preferred Borrowers or not. Include donor information on the **Source and Acquisition** page. Include notes and blocks (ex. "Please check for 9 disks" for an audiobook) on the **Notes and Notices** page. If you are feeling unsure, pick a similar item from the shelf and view its item record, speak with your supervisor, or contact FLLS.

*Consistency and accuracy are key when entering items into the catalog.*

Item Record 2182150 - Cataloging - Polaris

File Edit View Links Tools Help

Barcode: A14310174439 Record status: Final ☐ ILL ☐ EContent ☐ Non-circulating ☒ Display in PAC

Title: The bookish life of Nina Hill Find Bib control number: 1186790

Author: Waxman, Abbi, author. Parent item: Item control number: 2182150

Call number: F Waxman Price: \$16.00 Issue control no.:

Owner: Ithaca-Tompkins County Public Library (br) Shelf location: (None)

Assigned: Ithaca-Tompkins County Public Library (TCPL) Temporary location:

Collection: Adult Fiction New (AFN) Circulation status: Out 3/2/2020 6:58:45 PM

Circulation parameters

Material type: Book-New

Loan period: Book

Fine code: Book

Renewal limit: 1

Stat code: Fiction

Name of piece:

Call number

Scheme: Dewey Decimal

Prefix: F

Class:

Cutter: Waxman

Suffix:

Volume:

Copy:

Request

☒ Loanable outside system ☐ Do not mail to patron

☒ Holdable

Limit to:

☐ Pickup at

☐ Patrons from this library and branches

☐ Patrons from this branch only

☐ Preferred borrowers

Issue:

For Help, press F1 NUM

Don't forget about the Polaris Documentation online!  
Visit [www.flls.org](http://www.flls.org) and click on Staff Login.  
Contact Jenny, Eric, or Rex for the login information.

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## Awards & Grants



### **NNLM Human Genetics Film Kit**

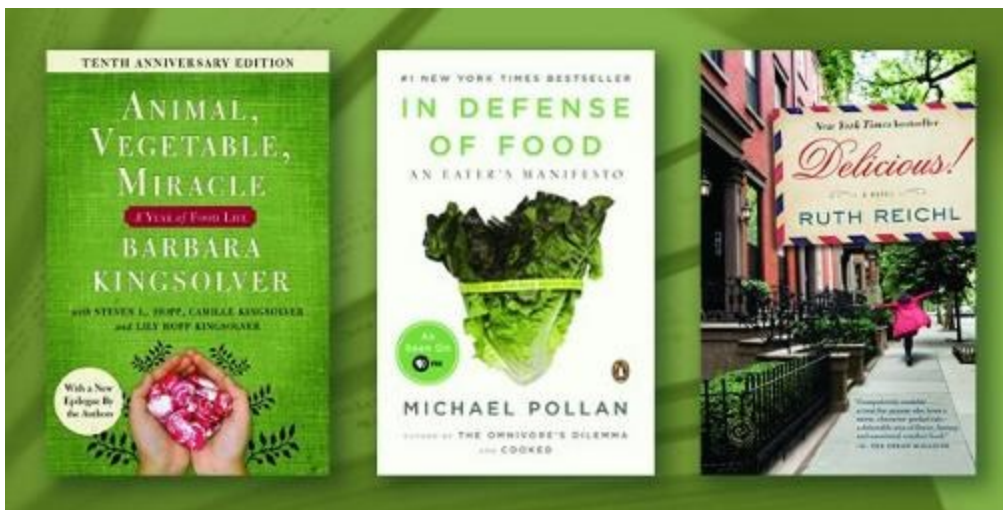
**Deadline: March 16**

The NNLM *All of Us* Community Engagement Network (CEN) is providing film kits to up to 250 public libraries across the United States. Promote health literacy in your community with four films, discussion guides, and customizable marketing materials designed to support public libraries in raising scientific literacy and awareness of precision medicine. Applications are open until March 16.

### **Celebrate Nutrition with the NNLM Reading Club**

**Deadline: N/A**

Looking for easy and free health programming? Check out the latest NNLM Reading Club book kit, which includes book selections, a discussion guide, and materials to talk about nutrition.



### **NYLA Friends of Libraries Section Daniel W. Casey Library Advocacy Award**

**Deadline: June 1**

Would you like an opportunity to honor an active library supporter, Friend or Friends of the Library? The Daniel W. Casey Library Advocacy Award is sponsored by the Friends of Libraries Section (FLS) of NYLA. Given annually since 1993 (through the precursor of FLS, the Empire Friends Roundtable), the award honors a volunteer member or group from the library community whose efforts have contributed to the growth of libraries or Friends of the Library organizations. To learn more about Daniel W. Casey and to find the nomination form, go to [www.nyla.org/friends](http://www.nyla.org/friends) to the "Awards and Scholarships" page. The deadline to submit nominations for this prestigious award is Monday, June 1, 2020.

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