



MEMBER LIBRARY BI-WEEKLY BULLETIN

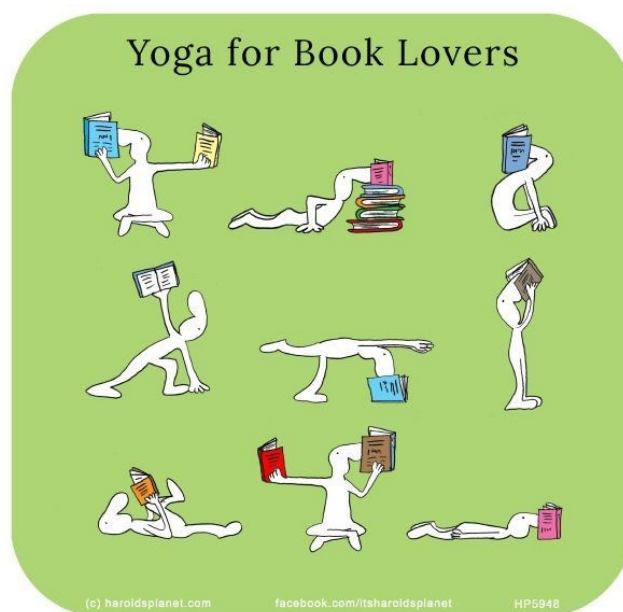
No. 21.14

Friday, September 10, 2021

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ANNOUNCEMENTS & REMINDERS

Whenever your service model changes, please fill out the streamlined online reopening form: www.fls.org/2020reopenpoll/. Visit www.fls.org/member-library-service-status/ to view each library's quarantine period & hours information.

LINKS TO MAKE YOU THINK

[New York Heritage Exhibit: Immigration in New York State, 1650-1950](#)

[Outside and In: Services for People Impacted By Incarceration](#)

[A Year in the Life of a Librarian-Turned-Contact-Tracer](#)



[We can't build back better without libraries](#)

[The Surprisingly Big Business of Library E-books](#)

[American Libraries Special Report: The Legacy of 9/11](#)

[Never Forget: 16 Titles to Help Young People Make Sense of 9/11](#)

FROM THE DIRECTOR



With summer wrapping up and school back in session, we have many projects we are finalizing for the State. Here are some updates for you.

Hero Act Update – On Monday, September 6, 2021, New York Governor Kathy Hochul [announced](#) that the Commissioner of Health has designated COVID-19 as a “highly contagious communicable disease that presents a serious risk of harm to the public health” under the New York State HERO Act.

The HERO Act requires all employers to implement workplace safety plans in the event of an airborne infectious disease. Additionally, the law protects employees from retaliation from their employer in the event a complaint is made about an employer’s failure to comply with the law. The New York State Department of Labor has more information and sample industry specific plan templates at: <https://dol.ny.gov/ny-hero-act>.

A reminder was sent to directors and trustees to make sure your plan has been written and board approved, as well as communicated and shared with staff. If anyone has any questions on this, please reach out to me and I am happy to help.

CARES Act – FLLS staff are still finalizing our State final report for the CARES Act funding we received. Our project is complex in that FLLS purchased over 900 items for our member libraries to help safely re-open our libraries in the summer of 2020. Most of our administration time over the past few weeks has been reworking items for this State report.

Reminder About Open Meetings Law – A reminder that on September 2 as part of the eviction moratorium passed in Albany, the legislature voted to suspend (or amend) portions of the Open Meetings Law **until January 15, 2022**. Boards can choose to:

- Follow Open Meetings Law as it traditionally stands and hold fully in-person meetings that are fully open public meetings,
- Hold in person meetings for the board and staff and broadcast the meeting, tape it, and transcribe it and not allow the public into the meeting or,
- Hold remote meetings where the board and staff are all-remote and broadcast the meeting (i.e. notify your public that the meeting is taking place remotely and allow access remotely), record it, and transcribe it. Trustees can participate in the meetings both electronically or telephonically.

The Finger Lakes Library System Board of Trustees will be switching to remote board meetings until January 15, 2022.

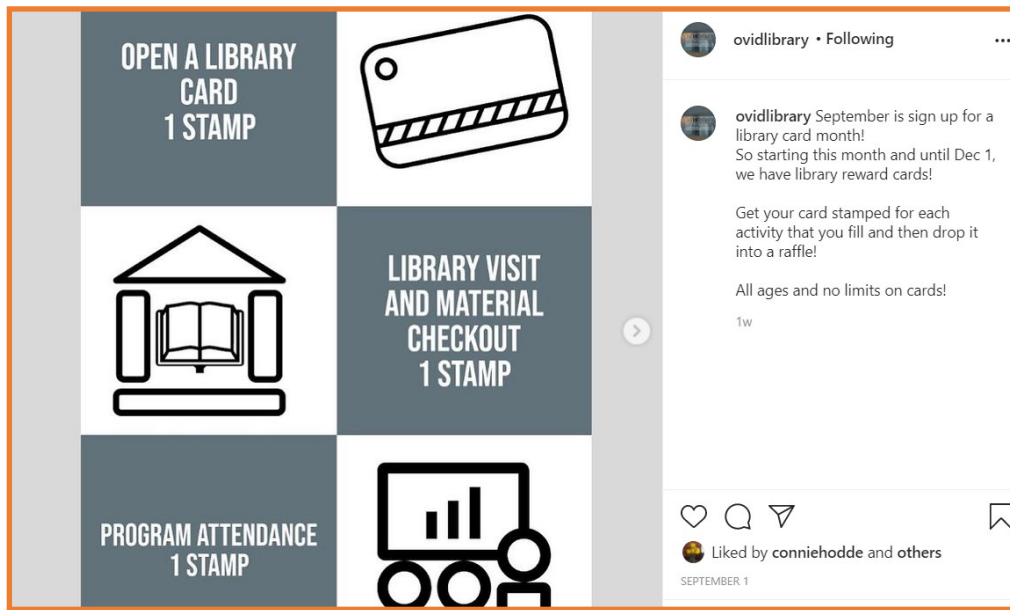
FLLS Annual Meeting – Our Annual Meeting will be held on Friday, October 15. This meeting will be held remotely via Zoom and be similar to how we ran our meeting last year. We will be conducting a brief business meeting and then I will give updates as well as remarks by our Board President, Steve Moolin. Look for more information and the login link shortly.

I hope everyone has a relaxing and enjoyable weekend!

Sarah



MEMBER LIBRARY NEWS



Durland Alternatives Library has reopened! They plan to be open Wednesdays in September, 12-5pm. Patrons can now place holds on items from their unique collection!



Click on an image above to view the library's social media page.
Have something to share? Email jshonk@flls.org!

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SCAM ALERT!

SECURITY HINTS & TIPS: URLs Are Only Half the Story

If you've taken security awareness training, you have probably been taught to hover your cursor over a link to view the destination URL. Checking the URL for things like misspellings, unofficial domain names, and sneaky subdomains is a great way to protect yourself against phishing links. But, the URL could appear legitimate and still lead you to something malicious. Cybercriminals can use hijacked websites, websites that appear safe, or services like Dropbox or Google Drive to spread their phishing attacks.

While you should definitely make a habit of checking links before clicking on them, it is important to know the other red flags to look for in a suspicious email. Try examining the email by asking yourself some of the following questions:

- Is the body of the email specifically addressed to you?
 - *If the email starts with "Dear User" or any other vague term instead of your name, this could indicate that the email is a phishing attack that was sent to a number of other people.*
- Are there obvious spelling or grammatical errors?
 - *Nowadays, spell checking is built into most email clients and mobile keyboards. Obvious spelling and grammatical errors could indicate that the message has been poorly translated from one language to another.*
- Was the email received at a strange time?
 - *If the email was not sent during business hours or at a reasonable time in relation to your location, this could indicate that the sender is in another country.*
- Were you expecting this email?
 - *For example, if the email says you have a delivery ready for pick up, think about whether or not you made a recent purchase.*
- Is there a sense of urgency in the email?
 - *Cybercriminals love creating a sense of urgency to trick you into impulsively clicking on a link or opening an attachment. Consider phrases like "ACTION NEEDED" to be a red flag.*
- Are you being asked to do something that isn't typically part of your role?
 - *For example, if you are in customer service you wouldn't typically be asked to provide information about the organization's financial statements.*

If you still struggle to determine the legitimacy of an email, try looking outside of your inbox. For example, if you receive a notification email from a service you use, open your browser and navigate to the official website. Then, log in to your account to verify the legitimacy of the notification email. Or, if you are contacted by an individual, call the sender to confirm that the email really came from that person.



ONLINE LEARNING

Upcoming Webinars

FLLS: Alzheimer's Association: 10 Common Warning Signs of Alzheimer's

Tuesday, September 14, 2:00pm

Join us to learn about 10 Common Warning Signs and what to watch for in yourself and others. We will also share information about the Alzheimer's Association and the various free programs, services and resources available to all. Q&A included!

Tech-Talk: Write Professionally to Convince and Be Understood

Wednesday, September 15, 3:00pm

Learn several "tricks" to ensure your writing is top-notch. Discover what professional editors know that ramps up text to a much higher level.

No matter what you're writing (instructions, reports, email) these techniques will have others impressed with the quality of your prose. (*You will have to login to Tech-Talk using "scrlc" as the username and password!*)

MHANYs: Mental Health & Wellness 101 in the Workplace

Thursday, September 23, 12:00pm

Mental Health & Wellness 101 in the Workplace is a 1-hour training that offers a basic understanding of mental health and reframes the conversation about mental health – teaching that we ALL have mental health; it's not just about the presence or absence of an illness. The training will help participants understand mental health as an integral part of overall health, prevalence of mental illness, risk, and protective factors, to reduce stigma and to promote wellness and recovery in the workplace.

SCRLC Article Discussion Group

Thursday, October 14, 12:00pm

Join us for a discussion on "[Moving Towards Healing: A Trauma-Informed Librarianship Primer](#)" by Karina Hagelin, published on ACRLog on June 23, 2020 & "[Baltimore Bets on a New Type of First Responder: The Librarian](#)" by J. Brian Charles, published on *The Trace* on August 6, 2021. Read the articles and come ready to share your thoughts! Registration is required. SCRLC also has upcoming "Ask the HR Expert" webinars in [September](#) and [October](#)!

Librarian's Guide to Homelessness FREE On Demand!

To gain access to the webinar series, please have staff members email ishonk@flls.org.

Conferences & Special Programs

WNYLRC INTERSECT 2021

Resilience, Renewal, and Beyond

Friday, October 1

\$20.21 per person

The purpose of Intersect is to facilitate a culture of co-learning among librarians and other interested professionals in the region by bringing people together to network and share ideas in an interactive, engaging, informal setting where participants determine the content. The full program and session schedule are being finalized and will be sent out soon. Presentation topics will be centered around the theme of Resilience, Renewal, and Beyond, including, but not limited to:

- Building community
- Adaptations in library services
- Sustainability
- Self-advocacy
- Activism
- Reskilling, upskilling, new skilling
- Personal or organizational struggles
- Workplace communication/staff morale

Association of Bookmobile and Outreach Services (ABOS) Annual Conference

Jazz Up Your Outreach

October 11-15

\$84 per person, \$69 per person for groups of 3+

The conference will be held via the award-winning Whova App, which can be accessed via desktop or mobile device. "I absolutely recommend attending the 2021 virtual ABOS Conference. Last year, I came away with at least 8 new ideas that have already been incorporated into our day-to-day outreach adventures!" - Lynda Spraner, Outreach Services Assistant, St. Charles Public Library, Illinois.

Library Journal Fall Summit

Don't Call It a Comeback: Libraries @ the Center of Community Recovery

Thursday, October 21

FREE

As communities across the country struggle to stay open during the protracted pandemic, they continue to look to libraries to help drive their economic and social recovery; provide essential services, convene crucial conversations about equity, and to help patrons find their feet amid changing circumstances. Join Library Journal on October 21 for a free, daylong virtual event to hear from public library leaders and staff who are reinventing their services and building on their best COVID-inspired innovations to better connect with and serve patrons and help their communities recover.

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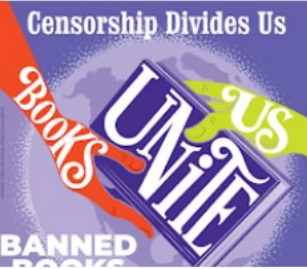
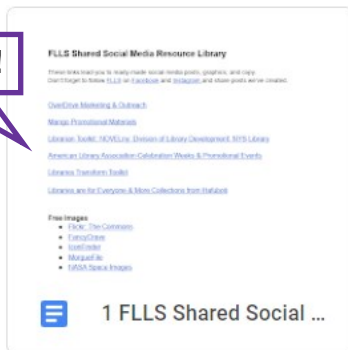
PROGRAMMING & OUTREACH

FLLS Shared Social Media Library

Looking for easy, ready-made social media posts for resources like OverDrive, Mango, and ALA events and programs? We've compiled the links to social media resources (images and copy) that you can download and brand for use on your library's social media accounts. Access this social media library here: https://drive.google.com/drive/folders/1JUqzAy2pQamroj6To_rkfEioJFAOucor?usp=sharing.

We also recommend following FLLS' Facebook and Instagram page for ideas and other content to share for your online community.

Resources!

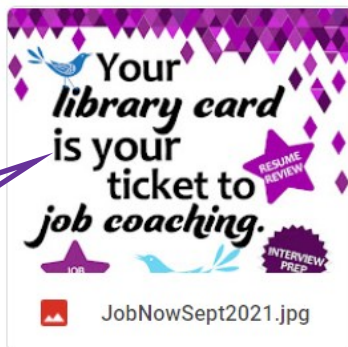


Banned Book Basic.png

JobNow Copy

Copy!

Graphics!



JobNowSept2021.jpg



Libby Hispanic Author...

BECAUSE A LIBRARY CARD IS THE MOST IMPORTANT SCHOOL SUPPLY OF ALL.

LT School Supply.png

SRP Survey Reminder: <http://www.flls.org/2021-summer-reading-survey/>

Just a friendly reminder that your Summer Reading surveys are due by Friday, September 24. Thanks to everyone who has already submitted their responses. Heidi compiles your information to submit to the NYS Library (that due date is shortly after yours!) Your responses are also organized into a spreadsheet for you to reference when completing your Annual Reports.

Collection Highlights: [NOVELNy](#)

NOVELny is an online library of hundreds of magazines, newspapers, maps, charts, research and reference books that are available to every New Yorker, free of charge. All you need is your public library card, New York driver license, or New York Non-Driver ID. Students may also access the NOVELny databases through their school or academic library.

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POLARIS FAQ

Placing Holds: Multi-Request

This technique is useful when a patron wants to place holds on items on the same subject or when a patron wants to reserve several books by a specific author.

- Using the Patron Status Find Tool, **Circulation** ➔ **Patron Status** or **F6**, find the correct patron, and click on the **Place Hold** icon.
- Click on the **Find** button located next to the Title field in the Bibliographic section of the Hold Request workflow.
- Using the Find Tool, search by **Author, Subject, etc.** Using the **Ctrl** key, select several records from the results screen, which will highlight the selected records. Press the **Ctrl** button on your keyboard and then click on specific records to highlight them. Then press the **Enter** key.

Title	Author	Format	Lin...	Ho...	Publ...	Call Number	Contr...
\$10,000,000 marriage proposal	Patterson, Jam...	Book	7	0	2016	813/.54	978330
1st case	Patterson, Jam...	Book	24	0	2020	813/.54	12338...
1st to die	Patterson, Jam...	Book	21	0	2001	Patterso	468334
1st to die	Patterson, Jam...	Book	3	0	2007	813/.54	573497
2 Sisters Detective Agency	Patterson, James	Book	5	3	2021		12670...
2nd chance	Patterson, Jam...	Book	1	0	2003	813.54	38426
2nd chance	Patterson, Jam...	Book	24	1	2002	813/.54	10131...
2nd chance : a novel	Patterson, Jam...	Book	1	0	2005	813/.54	11503...
3rd degree	Patterson, Jam...	Book	26	0	2004	813/.54	50494
3rd degree	Patterson, Jam...	Book	1	0	2005	[Fic]	10555...
4th of July	Patterson, Jam...	Book	1	0	2006	813/.54	10555...
4th of July	Patterson, Jam...	Book	25	0	2005	813/.54	12276...

- All selected records are now added to the Hold Request workflow.
- Lastly, click the **Save** button and the holds will appear on the patron's account.

Hold Request

Hold Request - New Request 1 - Multi-Request

File Edit View Links Tools Help

Request

Status:

Pickup: FLLS-Finger Lakes Library System (FLLS)

☐ This item only

Request date:

Origin:

Activation: 9/10/2021

Expiration: 9/ 5/2022

Patrons

Patron Name	Patron Barcode	Registered At	Patron Code
The FLLS OUTREACH DEPARTMENT (Jenny)	D1000006585	FLLS-Finger Lakes Library System (br)	

Titles

Author	Title	Material Type	Assigned Branch	Call Number	Item Barcode
Patterson, James, 1947...	1st case				
Patterson, James, 1947...	2nd chance				
Patterson, James, 1947...	3rd degree				
Patterson, James, 1947...	4th of July				



AWARDS & GRANTS



ALA has announced a new grant for libraries designed to spark conversations about American history and culture through an examination of the women's suffrage movement. To qualify for this grant, the applying institution must be a library (public, tribal, school, academic, or special) residing in the U.S. or U.S. territories. Read the [grant guidelines](#) and [frequently asked questions](#).

Through [Let's Talk About It \(LTAI\): Women's Suffrage](#), participants will read a series of books curated by humanities scholars and discuss the people and events from this often under-taught part of U.S. history. Twenty-five libraries will be selected to receive a \$1,000 stipend to support programming costs, ten copies of five themed books, access to programming guides and support materials, virtual training on the LTAI model, a suite of online resources and more.

Applications will be accepted from September 1 to December 1, 2021. Library workers can apply online at ala.org/ltai. Please reach out to publicprograms@ala.org with any questions!

Rosen Grant Reports



The 2020 Rosen Grant Report is now available on their grant portal [CommunityForce](#). The report is due on **Thursday, September 30** at 9pm. Please reach out to Heidi heckerson@fills.org if you have any questions.



ALA invites library workers to apply for the [Libraries Transforming Communities \(LTC\): Focus on Small and Rural Libraries](#). Up to 100 libraries will be awarded in this round of grantmaking, part of ALA's longtime community engagement initiative. Library workers may apply online for grant funding by **September 16** at ala.org/LTC.

Library workers will complete a [free ALA e-course](#) on basic facilitation skills; host at least one conversation with community members on a chosen topic; and receive \$3,000 to support community engagement efforts. Grant funds may cover a range of expenses, including staff time and collections and technology purchases.

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