FINGER LAKES LIBRARY SYSTEM

MEMBER LIBRARY BI-WEEKLY BULLETIN

No. 23.3   Friday, February 24, 2023

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You can click on each link below to quickly navigate to your favorite bulletin sections!

At the library in Utrecht, Netherlands you can recharge your electronic devices by cycling! Learn more **here**!

ANNOUNCEMENTS & REMINDERS

Whenever your service model changes, please fill out the reopening **form**.
Visit this **page** to view each library's service model & hours information.

See **page 8** for an **Interlibrary Loan** refresher.

LINKS TO MAKE YOU THINK

Programming Librarian Program Model: True Crime Book Club

NYLA Voice: Tales from the Youth Services Librarian

Newsmakers: Ibram X. Kendi and Nic Stone

Ask the Lawyer: Recently Asked Questions

On TC Library Wall is Art from Behind Prison Walls

SLJ Is Reviewing Video Games! Here Is Our First Crop

Same Fight, New Tactics | Public library directors offer tips for handling challenges

FROM THE DIRECTOR

Tuesday, February 28 is Library Advocacy Day. Here is some advocacy information for you:

State Budget - On Wednesday, February 6, 2023, Governor Kathy Hochul introduced her FY2024 Executive Budget Proposal. The topline numbers are below:

Library Operating Aid
FY2024 Executive Budget Proposal: $96,127,000
FY2023 Enacted Budget: $99,627,000
FY2024 Executive Budget Proposal: $96,127,000
Net Change over FY2023 Enacted: -$ 3,500,000

Library Construction Aid
FY2023 Executive Budget Proposal: $14,000,000
FY2023 Enacted Budget: $34,000,000
FY2024 Executive Budget Proposal: $14,000,000
Net Change over FY2023 Enacted: -$20,000,000

We are working hard advocating for increases to both library aid and construction aid. The New York Library Association has their legislative priorities available **here** for you to become familiar with.

I will be attending Advocacy Day in person in Albany on February 28 and have meetings set up with our legislators. We will be joined by other library systems who share our legislators and our regional library council, South Central Regional Library Council.

While FLLS will not be offering a bus to Albany this year, you can still be involved in advocacy efforts. NYLA offers an easy **form** for you to contact your legislators. You can also edit or add items to this pre-populated form to make it more personal if you so choose. Library directors and boards can invite local legislators for library visits, summer reading visits, or board meetings. Library advocates can also set up appointment with legislators at their local offices.

As we get closer to the April budget deadline, we expect more email advocacy requests from NYLA, so please be on the lookout for those. Thank you for your continued library advocacy work!

Annual Reports – A reminder that member library annual reports are due to FLLS on March 1st if you haven't submitted already. Jenny Shonk is available for any last-minute questions or concerns. A huge thank you to our member library directors and trustees for submitting these reports on time.
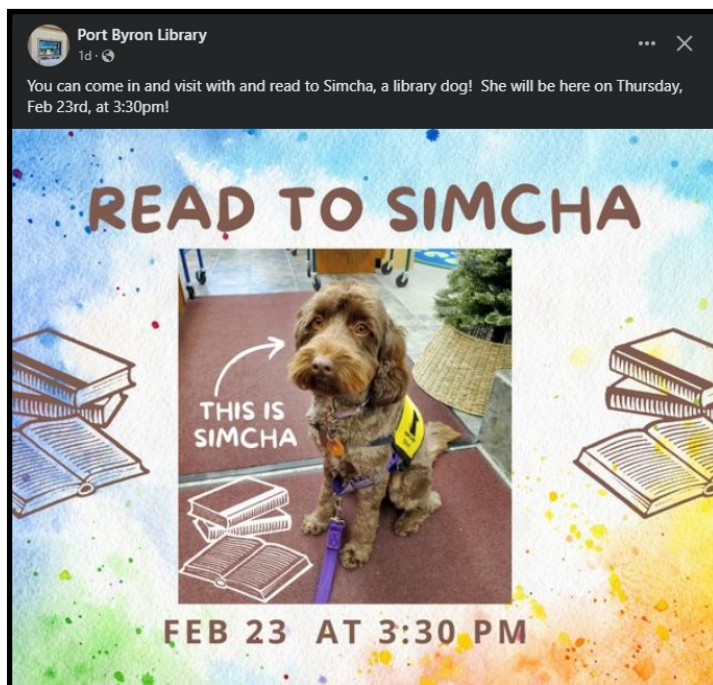
I will be out of the office on Monday, February 27 and Tuesday, February 28 to be in Albany for pre-Advocacy Day meetings and Advocacy Day legislative visits.

I hope you have a relaxing weekend!
Sarah

MEMBER LIBRARY NEWS

Do you have something to share? Please email jshonk@flls.org!

Click on each image below to view that library's social media page.

Waverly Free Library
16h · 🌐

Writing Club had an excellent discussion today! Writing Club is a patron-lead program held once a month. Members are currently working on different forms of writing, including memoirs, short stories, poetry, and non-fiction. The next meeting will be March 22 at 11:00 a.m. ✏️🖊️

You and 15 others   7 comments 2 shares

Finger Lakes Library System
Published by Canva 🟢 · 23h · 🌐

Solar Eclipse Glasses Unboxing! 9000 pairs means 18,000 eyes can view the 2023 and 2024 solar eclipses. Coming to a library near you in September! https://www.starnetlibraries.org/.../solar-eclipse.../

Fair Haven Public Library
1h · 🌐

How many hats can you balance on your head? We had a great time during story hour this week. We had fun throwing pennies in President Lincolns hat, we also looked at other coins and discussed the image of the presidents on each one, we read books about hats including "Caps for Sale" by Esphyr Slobodkina, we balanced hats on our heads, and had fun seeing all of the different styles of hats everyone wore to story hour. Enjoy these photos and join us for our next Story Hour Tue... See more

Port Byron Library
1d · 🌐

You can come in and visit with and read to Simcha, a library dog! She will be here on Thursday, Feb 23rd, at 3:30pm!

Libraries in the News!

Cayuga County Library Planning New Building & Location

Two Cayuga County Libraries Partner to Provide Books to Students Over Winter Break

SCAM ALERT!
SECURITY HINTS & TIPS:
How to Handle Suspicious Emails

Learning how to handle suspicious emails is essential to keep your organization safe from cybercriminals. If you don't correctly handle a suspicious email, you could fall victim to a phishing attack.

Follow the tips below to make sure you correctly handle suspicious emails:

Don't Reply to the Email
If you receive a suspicious email that appears to come from someone you know, you may be tempted to reply to the email to learn more. However, if you reply to the email, you may increase the security risk. If an email account has been compromised, the person who replies back to you probably won't be who you expect. You could actually be communicating with a cybercriminal.

Don't Forward the Email
The best practice is to never click a link or open an attachment that you were not expecting. However, if you are fooled by a phishing email and you click a malicious link or open a malicious attachment, you may find that the link or attachment will not behave as expected. For example, if you open a suspicious image attachment, the file may actually open an installation window. Or, if you click a malicious link, the link may redirect you to a fake login page.

If the link or attachment is suspicious, you may think about forwarding the email to a coworker for help. However, forwarding the email to a coworker could increase the risk. If you click on a link or open an attachment, consider any unusual behavior as a red flag. Never forward unusual or suspicious emails to other users. If you forward a phishing email, you increase the risk of a security breach because your coworker may click the phishing link as well.

Don't Mark the Email as Spam
Spam emails are typically unwanted advertisements. While spam emails may be annoying, they are usually harmless. However, a phishing attack is a malicious email designed to look like a legitimate message. Phishing emails typically include a call to action, such as clicking a link, opening an attachment, or even transferring money.

If you mark a suspicious email as spam, the email will be moved to a different folder along with any other emails from the same sender. So, if you move the suspicious email to a spam folder, the email will be hidden. However, the problem will not be resolved.

Tips to Stay Safe
The best way to handle a suspicious email is to report the email to your organization. If you report the email, your IT team can assess and mitigate the threat.

When you receive a suspicious email, follow the tips below to stay safe:
- Be sure to follow your organization's process for reporting suspicious emails. Following cybersecurity protocols will help keep everyone's information safe.
- If you don't know how to report the email, leave the email in your inbox and ask a manager or supervisor for help.
- If you're not sure whether an email is spam or a phishing attack, report the email and your IT team handle the situation.

The KnowBe4 Security Team
KnowBe4.com

CONTINUING EDUCATION

Upcoming Webinars

[Creating a Restorative Library Culture](#) (WebJunction)
Wednesday, March 22, 3:00pm–4:00pm
Broadly defined, restorative justice is an approach to repairing and addressing harm done within a community. Related to this approach, restorative practices provide proactive ways to build the relationships that can help to address and repair some of that harm done. Oak Park Public Library is using restorative practices to better serve both community and staff. In this session, you'll learn about restorative justice and restorative practices, and how these practices can guide a powerful shift in communities and within an organizational culture.

[Empowering Library Practice Through Effective Boundary Setting Part 1](#) (ESLN)
Wednesday, March 29, 1:30pm–3:00pm
Using case studies, lectures, and discussion, in this webinar we will define boundaries and their role in professional practice. Using a trauma-informed lens, we will discuss factors that complicate setting and maintaining healthy boundaries, including those that support and detract from such efforts. Strategies to support healthy boundaries between library workers and patrons will be presented and explored. Please select SCRLC as your ESLN council when registering.

[Empowering Library Practice Through Effective Boundary Setting Part 2](#) (ESLN)
Friday, March 31, 1:30pm–3:00pm
Building on Part 1's focus on knowledge building, Part 2 will give attention to ways in which we can apply tools for setting healthy boundaries in professional practice. Participants will work through scenarios together, discussing approaches for setting and managing boundaries. Using a trauma-informed lens, we will discuss factors that made it difficult to set boundaries in the scenarios posed. We will also reflect on strategies implemented to set healthy boundaries and how we can build on those strategies in the long-term. attendees will be required to attend or view webinar 1 prior to attending this workshop. Please select SCRLC as your ESLN council when registering.

Conferences & Special Programs

Trustee Handbook Book Club

The Trustee Handbook Book Club is back! See more information and the full roster of sessions **[here](#)**! Some of the upcoming sessions include:

- **Open Meetings Law with Kirsten O'Neill, Committee on Open Government** (Tuesday, February 21, 2023 | 5:00-6:30pm) **[REGISTER](#)**
- **The Board-Director Relationship** (Tuesday, April 18, 2023 | 5:00-6:30pm) **[REGISTER](#)**
- **Financial Planning & Budgeting** (Tuesday, June 20, 2023 | 5:00-6:30pm) **[REGISTER](#)**

All those who attend a live session will receive a certificate of attendance and a follow up message with a recording of the session. All sessions will be recorded and archived on **[the landing page for the series](#)**.

This series is brought to you thanks to a partnership facilitated through the Public Library System Directors Organization of New York State (PULISDO) and our promotional partners including the New York State Library and the Library Trustees Association Section of the New York Library Association. All sessions are eligible to be counted towards **[the required number of annual hours of trustee education](#)**.

Polaris Help

To view Polaris documentation and videos from Innovative, visit the links below:

[https://vimeopro.com/innovativeiii/webinars](#)
[https://innovative.libguides.com/polaris](#)

You can also view FLLS training videos below, contact **[jshonk@flls.org](#)** for the password:

[Polaris New User Part 1](#)
[Polaris New User Part 2](#)
[Polaris Item Maintenance Part 1](#)
[Polaris Item Maintenance Part 2](#)
[Polaris Reporting Part 1](#)
[Polaris Reporting Part 2](#)
[Polaris Leap](#)

PROGRAMMING & OUTREACH
Summer Reading Updates!

Summer Reading planning is in full-swing. Here's what's up next:

FLLS 2023 Summer Reading Planning Meeting
Thursday, March 16th from 9:30 am-12:30 pm
Friends, food, and fun programming ideas all morning long.
Register Here!

Can't make it? Your library can still participate in our first-ever **Swap and Share**!
Send Heidi your extra stuff* (i.e. craft materials, single copies of new, unprocessed books, etc.) for other libraries to take and use. These items must be safe and in quality reusable condition. The Swap and Share will take place at the Summer Reading Planning Meeting.

*Find out how to send stuff **here.**

FLLS is also part of the SRP System Summer Collab. Fifteen systems are working "all together now" to bring you Children and Teen programming ideas for Summer 2023. The recording for the Children's workshop will be coming out soon but you can still register for the Teen Workshop on March 2nd: **Register Here**!

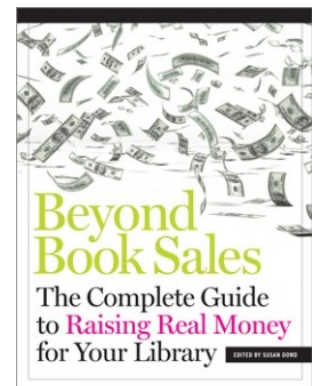---

Featured Professional Collection Books
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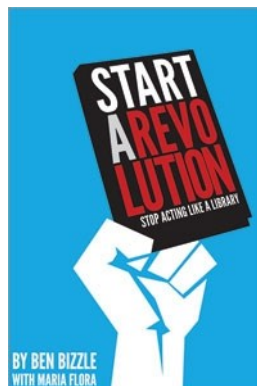
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Librarian's Guide to Homelessness _FREE_ On Demand!
To gain access to the webinar series on Niche Academy, please email **jshonk@flls.org**.

AWARDS & GRANTS

South Central Regional Library Council
Make Smart Connections.

2023-2024 Digitization Grants

South Central Regional Library Council's Board of Trustees is pleased to announce a 2023-2024 grant round for regional digitization projects. Funded projects will start after July 1, 2023 and conclude by June 30, 2024.

Governing and affiliate SCRLC members are encouraged to submit projects that allow materials to be accessed regionally through New York Heritage, New York State Historic Newspapers, the Empire Archival Discovery Cooperative, or the 360 degree Empire State Immersive Experience (ESIE).

For 2023-2024, applications are especially encouraged for:
- partnerships increasing representation of and with communities that have been historically and systematically oppressed;
- geographically underrepresented communities in the SCRLC region;
- innovative approaches to availing digitized collections, e.g., walking tours, virtual tours through ESIE, or HistoryForge participation.

All proposals received will be presented to a review panel comprised of expert individuals from outside the SCRLC region for evaluation and funding recommendations. Individual applications are limited to $5,000; partnership applications, to $8,000.

The application packet is available in Word or PDF format at our website, **https://scrlc.org/Grant-Information**. Please read and follow all instructions carefully. Applications must be completed and submitted electronically to Claire Lovell, SCRLC's Digital Services Librarian, at **clovell@scrlc.org** by Friday, April 14, 2023.

Is this your first time applying? Do you have questions? Please reach out to Claire.

FINGER LAKES LIBRARY SYSTEM

Outreach Mini-Grants 2023-2024

OMG! It's that time again! Do you have an idea for an outreach project but lack funding? Member libraries in our service area can apply for an Outreach Mini-Grant!

Applications are **NOW OPEN** for the 2023-2024 grant cycle. $15,000 is available! All applications are due **March 24, 2023.** Visit the **Outreach Services** page to download an application, view the FAQs and Tips, or learn about previous projects.

Have a question? Stuck on an idea? Email Jenny Shonk at **jshonk@flls.org**.

INTERLIBRARY LOAN REFRESHER

Checking Out an Out-of-System Interlibrary Loan (ILL) Item

Out-of-System Interlibrary Loan items will have a different loan period than regular items. Steps 1-4 of the process below should be completed BEFORE you scan the item.

Please Note: *Do not renew ILL items. If a patron would like to renew an ILL item, the member library should contact ill@flls.org to request a renewal. If the request is approved by the lender, the ILL department will update the due date. Please direct all ILL emails to ill@flls.org to ensure you receive a timely response.*

1. Open the Check Out window. Scan the patron's card or locate them using the **Find** button.

2. Click on the **Special…** button in the Check Out window.

3. Locate the correct due date on the item's goldenrod colored book band. Select the due date using the calendar.

4. Make sure that "*apply to next item only*" is selected and click **OK**.

5. Scan the ILL item. At this point, you may check out regular items for the patron or hit **Enter** on your keyboard to complete the transaction.

Watch a quick video: https://vimeo.com/733707077/5c17880bd3.