

# NETWORK CONNECTION



*Official Newsletter of the New York State Library Assistants' Association*

*July-Sept. 2013 Vol.25, no.3*

## **Library Assistants – Hiking Into the Future**

Darlene S Strack, 35th Annual NYSLAA Conference Host

Hi everyone!!!! Did you have a great time at the 35<sup>th</sup> Annual NYSLAA Conference in beautiful Lake Placid?!! I know, I know, the rain could have let up and also stayed OUT of my car (yes I have a convertible, I left the top down and it poured inside of it) but it was still such an awesome time. The boat tour was amazing, the mountains were beautiful, the venue was outstanding, our local band, Oh Betty was a lot of fun and all the food was out of this world. This conference to me makes a huge positive impact on my job and my life. Seeing everyone having a great time and conversing; meeting new people, and just being a part of this event is rewarding.

I would like to take a minute and thank several people. First, I want to thank my volunteer committee members: Megan Kortemeier for running around with Diane and me to pick up the basket items, typing up lists, and being there when I needed her; Diane Trombly for helping solicit basket items, bringing great ideas to the committee and being there when I needed her. Debbie Mousseau – unfortunately Deb was out for awhile due to health issues but the help that she was able to give was greatly appreciated!! If it wasn't for those three, my job would have been a lot harder. Not only did they help before the conference, but they were a great help during

the conference, as well. Congrats to Megan for winning the Adirondack Chair!



A very special thank you goes out to our Dean of Feinberg Library, Holly Heller-Ross. Holly has been extremely supportive with our conference not only in spirit but monetarily as well. Thank you so much Holly!

Another person that I wish to thank is John Hammond from Northern New York Library Network. He so graciously donated the monies to cover the cost of the backpacks that were given to each and every one of you. Thank you very much John!

Also a special thanks to my supervisor, Carol Bleaux – her continued support and ideas were very welcome.

Last but not least, to Ruth Oberg for guiding me through this wonderful and awesome journey.

I can't wait for next year's conference!! NYSLAA's Annual Conference is something to look forward to each and every year. Go Saratoga Hosts!!! The "frozen brains" of SUNY Plattsburgh/Feinberg Library will be happy to assist you in any way we can.

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**INSIDE:** Regional Reports...CAP...NYSLAA Elections...Workshop review...Membership...etc.

## EXECUTIVE COUNCIL 2013

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**Ambassador  
(Vacant))**

**Community Outreach Committee**  
Michele Matthews  
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“We would like to see a library community in New York State where library assistants have a voice in decisions that affect their future, are valued for their contributions, recognized and rewarded appropriately, and where there is equitable access to professional development opportunities.”

## NYSLAA’S MISSION

“The mission of the New York State Library Assistants’ Association is:

1. To enhance the professional image and status of NY State’s library assistants.
2. To further their professional growth.
3. To provide a network for communication to our members and the profession on library and library assistant issues.
4. To network and cooperate with library organizations on local, state, national, and international levels.”

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CHECK OUT NYSLAA’S WEBSITE: [nyslaa.org](http://nyslaa.org)

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## Join NYSLAA’s Electronic Listserv (NYSLAA-L) and follow us on Facebook

To subscribe or unsubscribe to the NYSLAA listserv simply go to [nyslaa.org](http://nyslaa.org), click on “Join Our Email List” and follow the instructions.

To follow us on Facebook search for  
New York State Library Assistants' Association.



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Donna Hanna, SUNY Geneseo; Ruth V. Oberg, University at Buffalo*

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## 2013 Town Meeting Regional Reports

### Capital District Library Council

Submitted by Jean Guyon

Capital Area Library Assistants (CALA) is an Interest Group of the Capital District Library Council. CALA's mission is to promote professional development for library assistants in the capital region, under the goals and objectives of CDLC. We are pleased to report that we have a total of 144 members representing a variety of area libraries.

This year the Capital Area Library Assistants Coordinating Committee worked to further the goals of our organization, our members and our community in a variety of ways:

- We continued to offer a wide variety of professional development workshops for our members (see below).
- We developed a new Survey Monkey evaluation form to solicit feedback from our members on topics of interest to them.
- We discovered new and exciting ways for our members to give back to our community through fundraising efforts related to our workshops, including donations of money and goods made to the Regional Food Bank of Northeastern New York, Toys for Tots, the Interfaith Partnership for the Homeless and Operation Paperback
- In addition to organizing the community-based fundraising mentioned above, we also made donations to the Gloversville Public Library, the Schuylerville Public Library and the Rensselaerville Public Library in connection with the 26 Acts of Kindness effort following the Newtown, CT tragedy.



The following is a summary of our workshops and the fundraisers for each event:

#### **September 2012 Lunch and Learn Workshop *Computer Security 101***

East Greenbush Community Library,  
East Greenbush, NY  
September 24, 1012

Lunch and Learn workshop presented by Kelly Turek, Applications Consultant for Academic and Research Computing at RPI.

This workshop featured a discussion about ways to protect and secure your computer including backing up data, choosing and storing passwords and steering clear of malware. 16 people attended this workshop. Attendees raised \$32.00 and donated food items for the Regional Food Bank Backpack program.

#### **December 2012 Lunch and Learn Workshop *Ergonomics for the Library Worker***

Folsom Library, RPI, Troy, NY  
December 10, 2012

Lunch and Learn workshop presented by Annette Chism, Director of Environmental Health and Safety, RPI.

This workshop focused on a general understanding of safe ergonomics in the library and office environment. It included the best safety practices when performing manual material handling, working behind a service desk, and sitting at a computer to help library workers avoid back pain and other problems. 23 people attended this workshop. CALA members donated toys for the Toys for Tots program at this workshop.

**A short shower didn't dampen the fun or networking opportunities at the mixer!**

## **February 2013 Lunch and Learn Workshop**

### ***RDA: Resource, Description and Access***

Capital District Library Council, Albany, NY  
February 18, 2013

This workshop was presented by John Myers, Cataloging Librarian, Schaffer Library, Union College.

John gave an overview of RDA. This is the new international cataloging standard that provides instructions and guidelines on formulating data for resource description and discovery. 24 attended this workshop and we donated items listed on the Interfaith Partnership's Wish List.

## **April 2013 Half Day Workshop**

### ***Connecting in the 21<sup>st</sup> Century: The Future of Technology for Library Assistants***

April 15, 2013.

Half day workshop featuring three sessions and four presenters:

- ***LinkedIn***, presented by Thomas Whalen, Director of Career Services, Lally School of Business, RPI. This segment focused on learning how use LinkedIn to build an appropriate profile that promotes yourself and your employer.
- ***Ask Us 24/7***, presented by Caroline Buff, Public Services Librarian, Begley Library, Schenectady County Community College. This session dealt with providing virtual reference services through ***Ask Us 24/7***.
- ***Facebook***, presented by Jesus Alonso-Regalado, Associate Librarian, University at Albany and Elaine Lasda-Bergman, Senior Assistant Librarian, University at Albany. The co-presenters covered the use of Facebook as a way to exchange professional and personal information and as a tool for promoting your library and professional organizations.

27 people attended the workshop. Operation Paperback (a non-profit, tax-exempt organization incorporated in the State of Pennsylvania. EIN is 41-2209836) received \$23.00 and 35 books.

## **NYSLAA Scholarship**

CALA awarded their annual scholarship to attend the 2013 NYSLAA Conference in Lake Placid, NY to Karen Strang from Brunswick Community Library in Troy, NY. The \$100 scholarship is awarded to a CALA member who is interested in attending the NYSLAA Conference but is not funded by their library.

## **Personnel Changes**

Capital Area Library Assistants would like to acknowledge the retirement of longtime member and past Coordinating Committee Chair Carol Reppard, from Troy Public Library. The Committee wishes to thank Carol for her many years of service.

The Coordinating Committee would also like to extend our thanks to past Committee members for their service: Michele Matthews (RPI), Michele Guiffre (Bethlehem Public Library), Jay Kibby (St. Rose), Kathy Rossello (East Greenbush Public Library), Adrienne Birchler (RPI), Colleen Abbott (NYS Court of Claims) and Nancy Davis (UAlbany).

## **Northern New York Library Network**

**Presented by Sue Lefebvre**

The Northern New York Library Network held their 8<sup>th</sup> Annual Student Awards for Outstanding Qualities. Six students were selected who exemplify the standards and professionalism that make them role models for all student workers in libraries.

The following Workshops/Conferences took place during the 2012-2013.

***Supervising Student Assistants and Volunteers***, June 14, 2012 presented by Ben Hogben. Mr. Hogben is an access services manager of the Ithaca College Library. This workshop guided attendees through the process of advertising their positions using traditional and non-traditional methods. In addition, the class demonstrated interviewing techniques to open dialogue between interviewer and applicant and training methods which best fit the trainee.

**October 31, 2012**

**Fall Conference**

The speaker was Tomas Lipinski Executive Associate Dean and Professor of Indiana University School of Library and Information Science. The topic of the Fall Conference was on Copyright and Licensing Basics.

**May 23, 2013**

**Annual Meeting, Alexandria Bay.**

The a.m. session consisted of Beyond the Book: from Libraries to Lifebraries” with Helene Blowers. Helene Blowers is best known for the Discovery Learning Program and Learning 2.0. The luncheon speaker was Jim Snack who discussed “The magic of Collaboration” Jim Snack introduced participants to the fundamentals of effective collaboration.

**Rochester Regional Library Council**

Presented by Debbie Elliotto & Wendy Freier  
Library Assistants’ Group Co-Chairs

The Rochester Regional Library Council (RRLC) Library Assistants Group sponsors two half-day workshops and two evening workshops annually. We also hold four planning sessions in addition to these workshops.

Since our last conference we have offered the following half day sessions:

**Working with Exceptional Patrons** presented by Tonia Burton, Children Services Consultant with Monroe County Library System and Susie Nettleton of Parent to Parent of NYS.

**Everyday Law/Everyday Health** Everyday Law was presented by Andrew Kloc, Law Librarian for Automation at the Appellate Division, Fourth Department Law Library in Rochester NY. Everyday Health was presented jointly by Barbara Ciambor, Outreach Librarian at RRLC and Mary Ann Howie, Wellness Librarian, Stabins Wellness Information Center at Rochester General Hospital.

The two evening sessions included: **Privacy and Social Networking** presented by Christine Peterson, Continuing Education Librarian. She provides training, support and consulting services for Amigos member libraries in the areas of Internet and technology.

**New York Heritage/Historic Newspapers of Rochester NY Region** was presented by Barbara Ciambor, Outreach Librarian at RRLC.

This year our organization prepared four meals for the Ronald McDonald House in Rochester. We continue to donate to our Kathy Martel Honorary Grace Urban Ministries Collection.

The group is continuing to encourage more people to attend the planning meetings so that we can better serve the needs of library assistants in our area.

**Western New York Library Resources Council**

Submitted by Pat Klaybor and Rita Ferri

The Western New York Library Assistants Committee (WNYLA) presents workshops and networking events with the support of the Western New York Library Resources Council (WNYLRC). This past year WNYLA held a “Getting to Know You” (GTKY) event and a workshop for library support staff.

On November 2, 2012, WNYLA held a combination workshop in WNYLRC’s training center. The hands-on **Book Repair** workshop was presented by Kary Barth from Kapco Library Products. The workshop was followed by a one hour overview of iPad technology, **How Can I Use My iPad?** The session was presented by Jaclyn McKewan, WNYLRC’s Virtual Services and Training Librarian. There were 23 attendees.

On May 15, 2013, the committee held a spring GTKY at St. Bonaventure University, Friedsam Memorial Library. It holds the largest Franciscana Collection in North America. It also holds the special collections of Robert Lax and Thomas Merton. Our group gathered at CA BOCES Learning Resources Center, then walked to the library. We returned to CA BOCES to network, enjoy some refreshments, and a raffle. Ronda Turner, one of our committee members, did a great job planning and executing the event. There were 16 attendees.

Each of the networking events usually includes a wonderful speaker/tour guide, a tour of the libraries/art gallery or historical site, refreshments and a raffle. The events have been very successful and well-attended.

We are currently planning some great workshops and events for the year ahead. We've scheduled a fall tour (GTKY) at the Darwin Martin Complex on November 13, 2013, and hope to schedule a workshop on a health-related subject or possibly financial planning.

This past year has seen the development of a Facebook page and a WNYLA listserv designed to keep perspective attendees informed about our committee events.

New members to the WNYLA (which is a standing committee of WNYLRC) are always welcome. If interested, please contact us through [wnylrc.org](http://wnylrc.org). All committee members' contact information is available on the site.

### ~ End of Regional Reports ~



**Patty Bentley, giving us background on her colleague and friend, Craig Koste.**



**Patty Bentley presenting the 2013 Craig Koste Award to Sally McMaster.**

### **Have you had trouble finding email addresses on the Officer's page at [NYSLAA.org](http://NYSLAA.org)?**

Simply hover your cursor over (don't click on it) the underlined name. At this point, if you look in the lower left corner you will see a box containing the email address. Weird you think... well actually it is a security measure so the officers and chairs don't get flooded with unwanted emails.

# Certificate of Achievement

Michele Matthews

Certificate of Achievement Review Board Coordinator

The Certificate of Achievement Review Board was very busy this past year. We awarded sixteen certificates; this is the largest number to be awarded in a given year! Since its inception, the Certificate of Achievement Review Board has awarded a total of 129 Certificates of Achievement to our members.

The Review Board would like to thank Jeremy Johannesen, Executive Director of NYLA, for writing a congratulatory letter to each of this year's recipients.

The Review Board would also like to extend our thanks to the NYSLAA Executive Council for all of their help in bringing the Certificate of Achievement Pin to fruition.



Our new Cap Pin will be given to all past and future recipients

## Congratulations to this year's Certificate of Achievement recipients:

Marie Arnstein  
Kimberley Barbato  
Ashley Baroch  
Terry Berl  
Nancy Davis  
Evanna DiSalvo  
Wendy Freier  
Coleen Hopkins  
Lisa Pritchard  
Anna Reed  
Annette Shaughnessy  
Louise Maria Stamp  
Eileen Stelljes  
Martha Sullivan  
Shirley West  
Ling Zhang

Florida Public Library  
Touro College  
Florida Public Library  
SUNY College at Brockport  
University at Albany  
St. John Fisher College  
Geneva Public Library  
SUNY-Geneseo  
Lee-Whedon Memorial Library  
SUNY-Delhi  
Florida Public Library  
New York Public Library  
Florida Public Library  
Florida Public Library  
SUNY College at Brockport  
Rensselaer Polytechnic Institute

Level IV-Public Services  
Level III-Public Services  
Level IV-Public Services  
Level IV-Technical Services  
Level IV-Admin./Management  
Level IV-Public Services  
Level IV-Automation  
Level IV-Public Services  
Level IV-Public Services  
Level IV-Automation  
Level IV-Automation  
Level IV-Public Services  
Level IV-Gen. Library Services  
Level IV-Admin./Management  
Level IV-Public Services  
Level III-Public Services



Jumping at the Olympic Center



Sunset over Mirror Lake, Lake Placid, NY

High Falls Gorge



## Conference Planning Help Needed

Ruth V. Oberg, Conference Coordinator

We announced at the conference that I was looking for a person who would be interested in helping me plan these annual conferences. I am looking towards retirement and it would be great to have someone shadow me and learn the ropes while I'm still here to pass on what I have been doing since the mid-90s.

Obviously, you need to have some flexibility to make calls to the hotel or contact businesses during their workday. Some knowledge of putting together a budget would be helpful as

there is a lot of that during the planning to help keep the registration as low as possible. Spreadsheet and word processing knowledge is essential. The conference registration brochure and program take a good amount of time to prepare. I have templates for everything so new information can just be plugged into it once acquired.

Please contact me if you are interested in the details.

## NYSLAA 2014

Ruth V. Oberg, Conference Coordinator

I wanted you to know that the contract is signed and the deposit has been paid for the 2014 conference. We will be at the Holiday Inn at Saratoga Springs on June 4-6, 2014.

Committee hosts will be Michele A. Matthews and Michele Giuffre and they are backed by a great committee group! They will plan the workshops and speakers. I will be working on the hotel arrangements, catering and other details.

The overnight rate will be \$119 which I was able to negotiate down from \$139!  
(This month the rate is over \$300 a night.)

Check out the hotel at:  
<http://www.saratogahi.com>

The hotel is setting up an online booking block for us where we can enter a code and get the special NYSLAA room rate of \$119 online without having to call the reservation desk.

Reservations may be made by calling the hotel directly at (518) 584-4550, the toll free number at (800) HOLIDAY (465-4329) or on the internet at <http://www.saratogahi.com> all by using the group code **LAA**.

So start making your plans and socking away those pennies, it will be here before we know it. For information on the area and local attractions, go to: <http://www.saratoga.com/things-to-do> or <http://www.saratogahi.com/attractions.php> There are many museums and historic sites in the area, if you can, plan on coming in a day or so early or stay for the weekend and take in the sites. Some of this information is online already, watch for more details at [nyslaa.org](http://nyslaa.org).



More details as they become available.



# Membership Update

Donna Hanna, Membership Secretary



Memberships for 2013 are at 291 and 54 members are new.

If you move, please be sure to alert me that you have a new address. This will help avoid unnecessary delays in receiving your membership mailings.

As always, if you have a question regarding your membership or if you need a letter verifying your years of NYSLAA membership for the Certificate of Achievement Program please let me know.



## Welcome New Members!

Bonnie Bailey  
Betsy Billitier  
Cheryl Clancy  
Carl Haynes  
Annette Shaughnessy  
Anne Tickle  
Tricia Trombley

Honeoye Falls-Lima Central School  
Kirkland Town Library  
Upstate Medical University, Health Sciences Library  
Bronx Community College Library  
Ramapo Catskill Library System  
Kirkland Town Library  
Paul Smith's College, Joan Weill Library



**Lindsey Kauffman**  
Thumbs down to the easy path!



**Riding the Chair Lift at**  
**The Olympic Center**



**Carrie Goetz**  
Resting at High Falls Gorge!

## Report on a Conference Workshop – Environmental Storytelling!

By Fred Stoss and Ruth V. Oberg, University at Buffalo

Fred Stoss conducted an interesting workshop at this year's conference on storytelling. The result was an original story produced as a group effort. Fred provided the first two lines of the story and told everyone to pick two of the 3" x 5" cards on the table with the following "themes" represented by the different colors:

**YELLOW = sunshine, heat, fire, warm**

**PINK = Something alive: bugs, worms, birds, fish, otters, NOT HUMANS**

**BLUE = Water: stream, rain, creek**

**WHITE = Humans**

**GREEN = Plants: trees, weeds, reeds, aquatic vegetation**

The "storytellers" wrote two sentences based on his story introduction and his description of a brook trout and its habitat. They gathered in groups by card color and sorted out their ideas for similarities.

This is the story, Fred read back to the group. He added a few [bridges], to make the story, no pun intended, *flow* better:



**Fred Stoss,**  
Storytelling workshop presenter

### Timmy, the Tiny Trout



Timmy is a tiny brook trout who lives in a cold, clear, and rushing stream in the mountains. Someday, Timmy will be bigger and fishermen will spend hours trying to catch him, but before this, Timmy has many adventures some funny, some scary, and all real.

Timmy liked splashing and jumping in the water and swimming upstream in the water, so he could turn around and race downstream. He like the warm sunshine, but the bright sun sometimes hurt his eyes, so he uses his fins to steer him [back to darker waters].

One day he started to feel scared, because it was raining very hard. It rained ALL day and the stream was getting so high he did not know what was going to happen next! But Timmy swims and swims along the stream and enjoys the surroundings of nature in his underwater home.

After the storm passed, Timmy liked swimming in the water around the big pine tree, because the water was cooler and the sun was not so bright in the shade. [Sometimes Timmy would dart out into the sunshine, where] Timmy felt the warmth of the sun and he would swim up to the surface of the stream. Timmy was almost invisible, when he did this! His white belly blended in almost perfectly with the sun light on the water, and nobody could see him.

It was a perfect day to swim in the [pool of the] stream. Timmy was swimming one day in the stream, when he almost ran into a big green frog who said to him, “Hi! My name is Freddy, where are you going in such a hurry?” He thought that maybe his new friend Freddy the Frog [could join him in looking for some food]. [Freddy and] Timmy liked to explore the stream. Most of all, Timmy enjoys having fun in the sun and making new friends in the stream. They had contests to see who could swim the closest to the surface of the water.

Timmy knew how to stay low in the water, near the wall of the stream and close to [the roots] and plants. He knew just the right time to look for food and sometimes when trying to catch a big bug, Timmy would leap out of the water getting dizzy and dizzier, until he caught it. [Freddy the Frog was impressed.]

Timmy and Freddy found that they both could jump out of the water. One day they pumped up near some milkweed plants with their lavender flowers and they saw these beautiful orange and black monarch butterflies [flitting about].

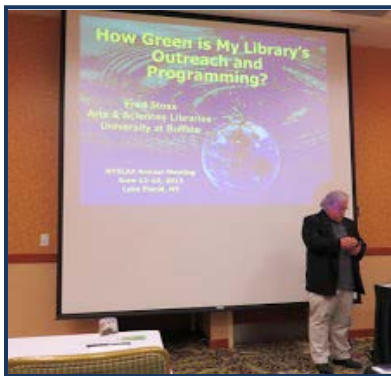
Sometimes they would hear the bright colored birds singing in the trees [and they would SPLASH back into the water.]

They jumped up once and saw a giant raccoon, [and they tried to figure out who was more scared them or the raccoon].

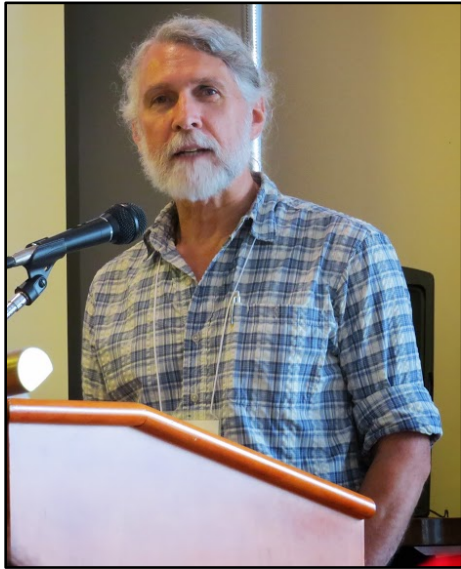
Timmy also saw the images of two friends, Susan and Alysse, where they would stop and watch Timmy swimming in the pool. After they saw Timmy for the first time, they came back to watch him and they were amazed by the beauty of his speckled back and brightly colored speckled sides.

[As Timmy grew bigger and bigger] fishermen would come and spend long hour trying to catch Timmy. Timmy knew he [was safe and remained calm]. Timmy loved when humans would tie worms to hooks and try to catch him. He laughed as he nibbled the worms all around the sharp hooks and then swam away [with the worm].

Sometimes he would jump out of the water, [as if to say to the fishermen, “See you next time!”]



**Workshops at the 2013 NYSLAA Conference**



Keynote Carl Heilman, photographer



Workshop attendees

## Call for Nominations...NYSLAA Executive Council Elections

Coleen Hopkins, 2013 Election Chair



Each year NYSLAA seeks nominations for three officers. This October we will hold elections for President, Treasurer and Corresponding Secretary.

NYSLAA officers serve a two-year term and shall submit a written annual report to the President in January.

The **President** shall: **1)** prepare an agenda for all general sessions and for meetings of the Executive Council; **2)** preside at all general sessions of the Association and at meetings of the Executive Council; **3)** fill the vacancies in the Executive Council by appointment; **4)** authorize the creation of ad hoc and special committees; **5)** act for the Executive Council between meetings of the Council; **6)** collect written annual reports from all officers, committee chairs, the Ambassador, and the Certificate of Achievement Review Board Coordinator for publication in the first quarter newsletter; **7)** perform other duties as may be required.

The **Treasurer** shall: **1)** receive, record, hold, and disburse all monies of the Association at the direction of the Executive Council; **2)** receive all membership dues; **3)** prepare a written annual statement of accounts for the Association; **4)** perform such other duties as may be required.

The **Corresponding Secretary** shall: **1)** conduct such correspondence as may be directed by action of the Executive Council or Association and keep an official file of correspondence to be deposited in the archives upon completion of the term of office; **2)** liaison the Public Relations Committee; **3)** chair the Election Committee in even years; **4)** perform such other duties as may be required.

### Step-Up for NYSLAA!

- Run for an office or nominate a colleague!
- Take an active part in NYSLAA's future.
- Serving as an Officer is very rewarding.
- **Sally McMaster** is not running again.
- **Lindsey Kaufman** is very busy with her new baby and is not running in this election.

*Thanks for your service Sally and Lindsey!*  
The nomination form is online at [nyslaa.org](http://nyslaa.org).

*New York State Library Assistants' Association  
Executive Council Officer Nomination Form*

I nominate \_\_\_\_\_ for the office of:

\_\_\_\_\_ President    \_\_\_\_\_ Treasurer    \_\_\_\_\_ Corresponding Secretary

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Library: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Please be sure to include a brief bio of the nominee with this form.*

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**Candidate Acceptance Form**

I accept the above nomination.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Library: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Return to:    Coleen Hopkins  
                 Milne Library  
                 SUNY Geneseo  
                 1 College Circle  
                 Geneseo, NY 14454  
                 Fax: (585)245-5997

**Nominations must be received by September 30, 2013**