



Footnotes¹

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November-December 2004

State Library hires new program directors, systems administrator

Barb Corson and Sandy Dixon have been hired as State Library program directors beginning December 17. Marie Harms was recently hired as systems administrator.

Said State Librarian Mary Wegner, "It's a great pleasure to welcome Marie back to the State Library. Her technical knowledge is a big asset to our programs. Barb and Sandy are strong leaders who represent the State Library very well. I'm looking forward to working closely with them in their new roles."

Corson, Library Program Director for Library Services, has headed the Technical and Information Services units of the State Library. She worked briefly for the Iowa Department of Human Services' HAWK-I Programs, and was a librarian at Iowa Lutheran Hospital and Cowles Library at Drake University. She received her master's in library science from Rosary College in Illinois and her bachelor's degree in business administration from Iowa State University.

"The State Library staff are a wonderful group of people to work with," said Corson. "I'm very happy for the opportunity this position offers me."

Dixon, Program Director for Library Development, has worked as a library consultant focusing on continuing education since 1984. Prior to that she held several jobs in education related positions. She received her master's in library science from the University of Illinois in 1999 and her master's in education in 1977.

Said Dixon, "I'm excited about this opportunity to work at the State Library in a new capacity as a member of the management team. I've been part of Library Development services for 20 years and I look forward to being able to continue to work with the creative and hardworking Library Development staff."

Marie Harms was recently hired as systems administrator for the State Library. Harms worked for the State Library from 1995 to 2000 before taking the position of assistant director at the Clive Public Library.

"I'm happy to be back working with all my friends," said Harms. "I'm excited to be working with the State Library's technology and I'm available to help librarians when they have technology-related questions." She can be reached at 1-800-248-4483; marie.harms@lib.state.ia.us.



FOOTNOTES

Important information from the State Auditor's office regarding public libraries

The State Library, with the help of the State Auditor's office, recently responded to several questions related to public library funding that may be of interest to all public libraries. Sue Battani and Marlys Gaston of the State Auditor's office have reviewed the following questions and approved the answers.

1. May a public library use public money to pay for the costs associated with setting up a library foundation?

Response: No. In accordance with Article III, Section 31 of the Constitution of the State of Iowa, public funds may only be spent for the public benefit. Public funding may not be used for this purpose. Instead, the library's Friends group or a private donor could be asked to pay these costs. Another option might be to ask the attorney who sets up the foundation to pay the costs and then be reimbursed from foundation funds once it is established.

2. Counties pay public libraries within the county for serving rural residents. Public libraries in most Iowa counties have formed informal library associations. These associations meet to discuss county funding requests and the formula used to distribute the funding. In a number of cases, counties are writing checks to the county library associations and the associations distribute the funding to the individual libraries. Is this a good practice?

Response: No. Again, in accordance with Article III, Section 31 of the Constitution of the State of Iowa, public funds may only be spent for the public benefit. Accordingly, the public funding from the county needs to be paid to the public library that is providing the service, not the library association. This then meets the public accountability and statutory compliance requirements.

Certification update

Congratulations to the following public library staff certified for the first time through the State Library's Iowa Certification Program for Public Librarians.

Calista Bonar, Denison
Andrea Clinkenbeard, Iowa City
Amanda Hinton, Clarion
Ramona Kinseth, Joice
Bonnie Korslund, Webster City and
Pocahontas
Sally Morris, Winterset
Kelly Patterson, Salem
Jason Young, Hiawatha

Don't forget to mark this calendar

As you start planning next year's events, please remember to take a couple of minutes to add information about them to the online Literary Calendar.

The Literary Calendar is designed to provide information to the public about literary events taking place across the state, and to provide information for program planners to encourage collaboration and cooperation on events. The calendar is part of the Iowa Center for the Book web site.

Your help is needed in order for the calendar to be a successful way for the public to find out about events both in their own communities and in other places where it would be convenient for them to attend. To add events, visit:

www.iowacenterforthebook.org/calendar/index.html.

FOOTNOTES

Burns named ILA Member of the Year



Karen Burns, administrator of the Southwest Iowa Library Service Area, was named Iowa Library Association (ILA) Member of the Year at the fall conference.

One of her nominators wrote, "I have had the opportunity to observe the esteem with which she is held by her colleagues and the enthusiasm she generates. Her enthusiasm is infectious. I admire her for her energy, her creativity, her willingness to tackle projects and get them done. And most of all for her unwavering respect and support for the librarians she works with.

"She models the way. She challenges each of us to challenge ourselves and constantly encourages the hearts in each of us."

Libraries get in the Halloween spirit!

The State Library has learned of two Iowa public libraries that truly demonstrate how libraries serve as centers of community activity.

One of the most successful programs at the Lisbon Public Library has been the circulation of Halloween costumes. What began five years ago as a way to recycle the costumes that librarians Amy White and Barb Geinzer made for their children has grown into a collection of over 150 pieces. Handmade costumes have been supplemented with shiny new character costumes from a now defunct local Disney store where former city administrator Brian Weuve worked on weekends. Weuve was able to purchase the costumes after the season at a huge employee discount and donated them to the library collection.

For the first three years of the project, patrons signed out costumes from a printed list. When the circulation process was automated two years ago, Geinzer made barcodes for each costume. Tags with the barcode and a description of each costume (i.e., blue princess costume: gown, tiara, scepter) were attached to the pieces with safety pins. Children can check out costumes with their library cards only if they have an adult with them. Folded and stored in big plastic storage bins on shelves in a closet, the costumes are displayed on long coatracks from the first of October through Halloween. Patrons are instructed to bring all pieces, including the barcoded tags, back to the library the week after Halloween for laundering, repair and inventory.

So far, very few pieces have been lost. This year, the collection was weeded for the first time and the weeded costumes were either donated to Goodwill or to the local community theater as appropriate. Since their collection has become so large, staff no longer actively solicit donations but still receive them at all times of the year. Eighty-seven costumes were checked out last Halloween. For the last two years, the town of Lisbon has organized a Main Street Halloween event for children to trick-or-treat and enjoy activities at local businesses. The event has been enormously popular. White and Geinzer dress up in costumes to hand out candy and enjoy seeing the library's costumes being worn by their young patrons.



Bonnie McKewon, administrator of Northwest Iowa Library Services, featured the Plover Public Library's activities in a recent newsletter.

One of the smallest libraries in her region has some of the biggest ambitions. With a population of 95, 49 Plover residents picked up and decorated 49 pumpkins that were then displayed in the library. Adults were judged in three categories and children judged by age group. Prizes were donated by neighboring towns' businesses and a great time was had by all, proving that libraries are actively involved in communities large and small.

FOOTNOTES

State Law Library puts the “awe” into law library services

By Mandy Kirchner, law librarian

If you've ever seen the State Law Library of Iowa, “awe” probably aptly described your reaction to the breathtaking beauty of the room.

Heavy swinging oak-and-etched-glass doors open up to reveal five tiers of balconies ringed by ornate cast-iron railings towering up to a hand-painted fresco and stained-glass ceiling. The ceiling is supported by magnificent marble pillars and an intricately-designed and colorful Italian marble floor. Fifty-five-foot-high spiral staircases ascend the north and south sides of the room. Massive chandeliers hang at each end of the library and delicate triple-globed sconces twinkle in the alcoves. Nineteenth-century tables and chairs, antique desks and wooden bookcases share the space with 21st-century flat-screened computer monitors, copiers, fax machines, scanners, telephones and an electronic security system. A young attorney in a chartreuse outfit clutches a cell phone to her ear and hurries past an austere 1890s photograph of the state's first law librarian scowling in his drab dark suit.

The State Law Library houses the most accessible collection of Iowa legislative archives: all historical Iowa codes, territorial laws, Acts of the General Assembly, original legislative bills and amendments, House and Senate journals, Iowa Official Registers, legislative directories, committee reports and state agency annual reports. The library collects the briefs from every Iowa Supreme Court and Appeals Court case, unpublished state court decisions, Iowa Court Rules, Iowa legal directories, citation manuals, legal dictionaries and legal abbreviation indexes. A bank of eight public-access computers offers legal database subscriptions, including Westlaw, for patron use.

Materials are circulated to state employees, members of the Iowa Bar and elected officials only but the law library's resources are available to all Iowa citizens. While there are two larger law libraries in the state—the law school libraries at Drake University and the University of Iowa—their first priority is to serve the information needs of their faculties, staffs and students, not members of the general public. The State Law Library's priority is to serve the citizens of Iowa, as well as state, county and municipal officials and employees.

The Law Library is staffed by three professional librarians. Each of them has a Master's degree in Library and Information Science, specialized training in the use of legal resources and years of experience working with the law. Call them for help answering questions concerning the law or for assistance serving self-represented litigants. The telephone number is 515-281-5124 or 1-800-248-4483 (toll-free) Monday through Friday 8 a.m. to 4:30 p.m. Leave a message after hours. The fax number is 515-281-5405. You can e-mail requests for information or documents to law@lib.state.ia.us.

Watch future issues of *Footnotes* for more articles about the State Law Library. Articles will include answers to frequently-asked legal questions, general legal information pertinent to your patrons' seasonal concerns and lay-friendly legal resources to which your customers can be directed.

Contact the Law Library for an electronic version of its brochure, which can be printed for distribution in your community. Staff has also authored a one-page leaflet entitled “Help Finding An Attorney—Free, Low-Cost or Private” on one side and “Help Resolving Disputes Without an Attorney” on the other side. This is an excellent resource for patrons who tell you they can't afford to hire an attorney or that they have no idea how to locate suitable representation. Call today!



The State Law Library's priority is to serve the citizens of Iowa, as well as state, county and municipal officials and employees.

2005 Calendar Dates to Remember

January

January 1 – New Year's Day*
January 14-19 – ALA Midwinter Meeting, Boston
January 17 – Martin Luther King Birthday Observed*
January 20 – Last date to complete E-rate form 470
January 27 – All Iowa Reads 2005 ICN session for people planning events
January 31 – Accreditation applications and reports due

February

February 9, 10, 14, 15, 16, 17, and 18 – Summer Library Workshops (statewide)
February 14 – Commission** meeting, Des Moines
February 16 – Iowa Library Association (ILA) Lobby From Home Day
February 17 – E-rate window closes
February 25 - Applications for Public Library Management 1 and 2 due

March

March 1, 2, 3 – Summer Library Program Workshops
March 2 – ILA Legislative Day
March 10 – Young Adult Summer library Workshop
March 17 – Planning and Promoting Your Summer Library Program

April

Applications for Public Library Management 2 due this month
April 10-16 – National Library Week
April 11 – Commission** meeting, Des Moines
April 28-29 – Kids First, Des Moines

May

May 3-4 – National Library Legislative Day, Washington, DC
May 20 – ILA/ACRL Spring Conference, Ames
May 26-27 – Iowa OCLC Users' Group meeting, Iowa City
May 30 – Memorial Day holiday*

June

June 13 – Commission** meeting, Des Moines
June 23-29 – ALA Annual Conference, Chicago
June 30 – Direct State Aid Funds expended

July

Applications for Public Library Management 1 and 2 due this month
July 1 – Renew EBSCOhost with State Library
July 1 – E-rate discounts for 2005 begin
July 4 – Fourth of July holiday observed*
The following final reports are due at the State Library on July 31 – Direct State Aid, Open Access, and Access Plus, LSTA Sub-grant final reports

August

August 8-9 – Commission** retreat and meeting, Perry
August 15 – Summer Library Program evaluations due, North Central Library Service Area
August 31 – Enrich Iowa Letter of Agreement postmarked to State Library

September

Library Card Sign-up Month
September 5 – Labor Day holiday*
Weeks of September 19 and 26 – State Library/LSA Town Meetings
September 18-25 – Banned Books week

October

October TBA – Commission** meeting, Des Moines
October 19-21 – ILA Annual Conference, Dubuque
October 16-22 – Teen Read Week
October 30 – Annual Public Library Survey due at State Library

November

November 11 – ILA annual Planning Meeting
November 11 – Veteran's Day holiday*
November 14-20 – Children's Book week
November 24-25 – Thanksgiving holiday*

December

December TBA – Commission** meeting, Des Moines
December 26 – Christmas holiday observed*

*State Library Closed

**Iowa Commission of Libraries

FOOTNOTES

Iowa Commission of Libraries - Minutes October 25, 2004 - State Library of Iowa

Attendees: Dale Ross, Monica Gohlinghorst, Berta Van Ekeren, Paul Roberts, and David Boyd

Absent: Pam Bradley, Eldon Huston, and Pam Pfitzenmaier

Staff: Mary Wegner, Carol Simmons, Annette Wetteland, Sandy Dixon, Barbara Corson, Beth Henning, Alan Schmitz, Steve Cox, Gerry Rowland

Guest: Eunice Riesberg

1.0 Set Agenda

Wegner asked to have the report on the American-Bulgarian Library Exchange be given after the Action Items. The Commission agreed and the agenda was changed.

2.0 Approve Minutes

Minutes were accepted as submitted.

3.0 Financial Report

Cox reported that the Federal and State budgets are on target. He said that federal LSTA funds for FY05 should be available by early 2005. He and Wegner explained the new process for submitting state FY06 budget requests to the governor's office and the Department of Management; these requests will be used by the governor and lieutenant governor to develop their budget recommendations which are delivered to the legislature in January. Cox said state agencies will now be charged back for services from the Department of Administrative Services, including information technology, buildings and grounds upkeep, and human resources. The process is in its first stages and several funding issues are not yet resolved. Wegner reported that two open State Library positions will be filled by the end of the year.

4.0 Communications

A. Special Reports (moved)

B. Commission Reports

Ross said he attended this year's Iowa Library Association (ILA) conference and thought it was well done. Roberts also attended ILA and thought it was a good conference, but said he was concerned by the low numbers of academic libraries who attended. Roberts noted that he is a member of the OCLC Task Force and that he attended one of the State Library's Town Meetings. Gohlinghorst told the Commission that All Iowa Reads announced the new book selection at ILA, *Master Butchers Singing Club* by Louise Erdrich, and that she visited a Carnegie library in Pittsburgh. Van Ekeren attended the Town Meeting in Urbandale, and reported on several fund raising events regarding the Monroe Public Library.

C. State Librarian's Report

Wegner reported the following: Barb Corson has been appointed to the Iowa Access Advisory Board. She asked Corson to explain the board's function. There is a link to the State Library's Iowa Publications Online from the Iowa Economic Development department web page. The Ask a Librarian link on the State of Iowa's web page has produced upwards of 20 reference requests per month for the State Library. The League of Cities will publish two articles in its publication, *Cityscape* – one on the State Data Center and another on EBSCOHost. Two citizens willing to help establish a foundation for Iowa Center for the Book have been identified and discussions with the attorney who will draft bylaws have reopened. Beth Henning announced that a CD of Iowa statistics, which will take the place of the Iowa counties book, has been produced by Iowa State University and the State Data Center.

FOOTNOTES

Iowa Commission of Libraries - Minutes October 25, 2004 - State Library of Iowa (Cont.)

Seven Town Meetings were conducted with a morning quiz show and sessions on the 27-cent levy; afternoon sessions addressed new standards, library legal issues, and safety in the library. Wegner reported that attendance was 380, up slightly from last year's attendance of 344. Three Gates classes are currently being offered at eight locations around Iowa. The classes are 1) Teaching Computers to the Public, 2) Technical Support on the Fly, and 3) Security in the Real World. Marie Harms has been hired to replace Nancy Haigh as the State Library's technical support staffer. Her responsibilities will include IT support for State Library staff, as well as work on our online catalog, web site and WebJunction. Her first day will be November 1. Wegner recently attended COSLA (Chief Officers of State Library Agencies) and Western Council of State Libraries meetings. Wegner and Christie Brandau are co-chairs of the COSLA Legislative Committee.

D. Library Service Area Report – Eunice Riesberg, Northeast Iowa LSA

Riesberg reported that she and Ken Davenport have attended, so far, six of the 16 county meetings in the Northeast Iowa Library Service Area. Some of the subjects being discussed are the new standards, the OCLC Task Force, and E-rate. Riesberg said her region has a library consortium for E-rate applications, with 76 of the 83 libraries participating. They also operate the Iowa Literacy Council, which has been in existence for the past 11 years.

5.0 Public Comment

None

6.0 Action Items

A. Appointment of Iowa Library Association Foundation representative

Ross explained that the Commission must appoint a representative to ILA Foundation yearly. Responsibilities include participating in fund raising activities and attending quarterly meetings. Gohlinghorst nominated Ross to continue as the Commission representative, Van Ekeren seconded. Motion carried.

B. Commission assessment and goals: Next steps

Ross reviewed the assessment and goals that were discussed at the Commission's August retreat, and pointed out that these goals relate specifically to the Commission's functioning as a board, rather than to State Library goals in general. The goals are: The goals are: (1) Strengthen orientation for new Commissioners (2) Develop list of potential future members of the Commission, to have ready when vacancies occur (3) Begin a regular schedule of review of State Library policies (4) Attend library openings in Commissioner's part of the state and (5) Enhance communication with LSA leadership.

State Library staff will develop an orientation plan for new Commissioners. Development of a list of potential future Commission members was discussed, and Ross suggested that current members make a list of people they feel would make good candidates and submit them to Wegner. The governor makes the final decision regarding appointment of Commissioners. Ross requested that copies of the State Library's Administrative Rules be distributed, so Commissioners can begin their review of State Library policies. Ross also asked that commissioners try to attend local library events and celebrations in their areas when possible, and asked Wegner to contact the LSA Administrators about providing lists of these events to the Commission. Roberts moved to accept these goals, Boyd seconded. Motion carried.

FOOTNOTES

Iowa Commission of Libraries - Minutes October 25 - State Library of Iowa

(Cont.)

Special Reports (moved communication item)

A. American-Bulgarian Library Exchange – Barb Corson

Corson gave a presentation about her trip to Bulgaria as a member of the American-Bulgarian Library Exchange. She highlighted her experiences in teaching Bulgarian librarians and visiting Bulgarian libraries.

7.0 Discussion Items

A. Calendar review for 2005

The following Commission meeting dates were suggested for 2005: February 14, April 11, June 13, and August 8-9 (retreat and meeting). October and December meetings will be discussed at the next Commission meeting, which was changed to December 6, 2004 from December 7. Simmons will contact all Commission members to make sure this change is acceptable.

B. OCLC Group Services offer and Task Force

Wegner reported that the first OCLC Task Force meeting was held on September 28 at the State Library. The main focus is to determine if the OCLC offer is good for Iowa and if it is economically feasible. Schmitz explained the benefits and concerns discussed and how the new system would work.

C. Gates Staying Connected Grant

Schmitz reported that the State Library expects to hear soon about its request for a \$749,000 Staying Connected grant from the Gates Foundation. The purpose of this grant is to sustain and expand public access computing in Iowa's public libraries.

8.0 Adjournment

Meeting was adjourned at 2:02 p.m.

NEXT MEETING: December 6, 2004, State Library of Iowa