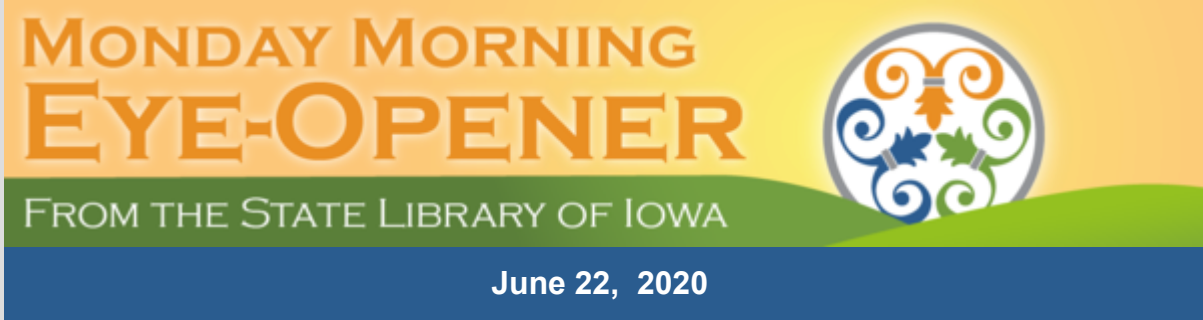




Monday Morning Eye-Opener June 22, 2020

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Prepping For Accreditation Returns

8-Part Series Begins in July

If your library is in the next accreditation cycle, then February 2021 is the time to submit your accreditation application and corresponding paperwork. There's ample time to discuss the accreditation process and learn more about what's required—well in advance of the deadline—thanks to our returning **"Prepping For Accreditation"** series.



Returning in July, this year our monthly online sessions will run from July through January. District Consultants facilitate, focusing on specific standards like strategic planning, required policies, the ADA Checklist, board education, and more. We'll have material prepared, but these sessions are largely designed for conversation and Q&A, in a format similar to District Office Hours.

While intended for libraries in the next accreditation cycle (February 2021) these sessions will also be valuable for all other libraries wanting to increase their Tier status and move from Tier 0-1-2. These meetings will be equally helpful for newly hired directors, certainly any library board members are also welcome to attend.

We'll get started on **Thursday July 9** looking at the **city-library ordinance**. Programs will then continue on the second Thursday each month through January 2021 (10:00-11:00AM each time) There are two sessions planned for January to put more time between the last session and the February 28th filing deadline.

[Schedule & Topics](#)

July 9: City-Library Ordinance

August 13: Planning Part 1 Demographics and Community Data

September 10: Planning Part 2 Mission Statement, Goals, Objectives

October 8: Board-related Standards

November 12: The ADA Checklist

December 10: Personnel Standards

January 14: Policy Standards.

January 28: Application Submission Process

This is the link to the ZOOM Room we'll use each time <https://zoom.us/j/450969235>
Plan for one hour, although the length may vary from month-to-month depending on the number of attendees and the number of questions. Because these are consulting sessions, not intended as workshops, c.e. credit will not be awarded; no advance registration is necessary. While there is no c.e. credit, we do intend to record each session and add the recordings to the State Library's accreditation webpage.

Again: if your library is in the next accreditation cycle—or if you plan to increase your Tier status from 0-1-2-3—then plan to participate in this returning series “Prepping For Accreditation.”

Preview Annual Survey FY2020



COVID-Related Questions Added This Year

State Library Consultant Scott Dermont has this news about the upcoming **FY2020 Annual Survey**. Because of the Coronavirus pandemic and its impact on library service, the IMLS (Institute for Museum and Library Services) has arrived at COVID-related questions to be added to the **FY20 Survey**. IMLS is the federal agency responsible for national data collection and the agency that oversees the majority of questions put forward on the annual survey.

Scott writes: *“I understand that you may not have kept all of the data that we may be asking for. In cases where you don't have data, it is acceptable to answer with N/A indicating that the data is unavailable. If you did not provide a service listed, then the appropriate answer will be 0. If you are unsure about one of the Yes/No questions, you can leave it unanswered, meaning the same as N/A. Full instructions for all of the new questions will be in the final survey document. Please consider the questions that follow to be a working draft...”*

This space doesn't allow for inclusion of all the new annual survey questions. However, a separate bulletin going out to the Public Library Director's group later in the day will include a full iteration of questions and definitions. In the meantime, **here is a sampling of just some of the COVID-related questions to look for in the FY2020 Annual Survey:**

COVID19 Programming Questions Added to the Survey

- *Did the library provide live, virtual programs via the Internet during the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *How many live, virtual programs did the library provide for FY20? – These counts will be added into our normal programming counts. Do not count recordings of program content here. Survey questions will include:*
 - Number of live, virtual programs for children
 - Number of live, virtual programs for young adults
 - Number of live, virtual programs for families / adults / etc
 - Attendance of live, virtual programs for children
 - Attendance of live, virtual programs for young adults
 - Attendance of live, virtual programs for families / adults / etc.
- *Did the library create and provide recordings of program content via the Internet during the Coronavirus (COVID-19) pandemic? (YES/NO)*

Other COVID19 Related Questions Added This Year

- *Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *Did the library provide reference service via the Internet or telephone during the Coronavirus (COVID-19) pandemic? (YES/NO)*
- *Did the library provide 'outside' (curbside) service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?" (YES/NO)*
- *Did the library intentionally provide access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? (YES/NO)*

Scott plans for the **Annual Survey** to be ready in August, with the **usual filing deadline set for October 31**. Scott is on vacation this week, but he will be glad to take questions when he's back next week.

The Boardroom 2020 Series

Begins in July

After a one-year hiatus, the State Library is pleased to announce that we are reprising the **Boardroom** series. Starting in July, **Boardroom 2020** will be comprised of five webinars running July through November.



Each episode in **Boardroom 2020** will be 90-minutes from 6:00-7:30PM; each session will be awarded 1.2 c.e. credits. And in a new twist, this year the programs will be based on books! In most cases, the books come from our **Big Ideas** discussion series, with the material adjusted to include board-specific issues. **Note:** there is no requirement that registrants read any of the books prior to the webinars. **July's date is decided == July 23rd == and open for registration.** The other dates will be finalized soon, for now a look at target months and topics:

Schedule and Topics

July 23 == Problem Solving the Upstream Way (based on Upstream by Dan Heath)

Aug == The Art of the Board Meeting (based on The Art of Gathering by Priya Parker)

Sept == The Board's Role in Storytelling (based on Stories That Stick by Kindra Hall)

Oct == The Iowa Library Trustees Handbook (coming 2020 edition, State Library publication)

Nov == Age Diversity on Library Boards (based on The Ones We've Been Waiting For by Charlotte Alter)

Importance and Rationale

- Since the pandemic began, our agency has provided ample classes, discussions, and roundtables for library staff to assist them in meeting their continuing education requirements. Now **Boardroom 2020** sets up Iowa library trustees to fulfill their own education standard—**Standard #8: "all members of the library board participate in a variety of board development training each year..."**
- For library boards, their normal practices--including presentations at meetings--were upended this spring as well. With approximately 4,000 trustees statewide, with turnover in membership, and with trustee education

as a Tier 1 standard, this continues to be an important niche to fill in our training efforts.

- In previous years, many library directors logged into their account in the C.E. Catalog and once registered, they shared the ZOOM Room link with their board members via email. And in previous years, many boards opted to hold “viewing parties” in the library meeting room, while other trustees opted to login individually from home. This year, at any given library, a blend of those two approaches may be in order!
- Either way, there is no expectation that attendees read any of the books prior to the webinars. Although we do hope that boards will want to acquire the books and read them afterward to further discussion at future meetings.

The first session is scheduled for Thursday July 23—Problem Solving the Upstream Way. It’s open for registration in the C.E. Catalog—join us!

[C.E. Catalog](#)

This Week



YACHT Club and Pop YS Live

Youth Services Consultant Angie Manfredi leads **YACHT Club** discussions on Wednesday this week == both sessions are full, so consider this a reminder for everyone pre-registered.

Angie also facilitates the **June Pop YS Live** on Thursday this week. Still room to register for this one in the C.E. Catalog.

[C.E. Catalog](#)

District Office Hours

District Office Hours continue throughout the summer, but with a caveat. Each district has arrived at a new schedule moving into the summer months; some will continue weekly sessions for the time being, others are planning on twice monthly. In all cases and places, though, these remain casual conversations, good ways to stay connected and share common experiences and questions. Because days and times vary, simply contact your District Office for your area information.

[Contact Us](#)

Monday Morning Eye-Opener

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