



# Library of Michigan

2003

Loleta Fyan

Rural Libraries Conference

Mission Point Resort  
Mackinac Island, Michigan  
May 5-7, 2003



### *A word about conference funding...*

This project is funded with a Library Services and Technology Act grant from the Institute of Museum and Library Services, administered by the Library of Michigan. Only with the assistance of this LSTA grant and support from the Library of Michigan Foundation through a bequest from Loleta Fyan has the 2003 Rural Libraries Conference become a reality. As State Librarian and long after, Loleta Fyan maintained a keen interest in the success of Michigan's small libraries. Her bequest to the Library of Michigan Foundation continues to focus attention on rural library service.

# Monday May 5, 2003

The word *Trustee* by a concurrent session title denotes a topic of interest to trustees as well as library staff.

12:00 - 2:00    Opening luncheon  
Susan Hill, Editor, *Rural Library Services Newsletter*

2:30 - 3:00    Break

3:00 - 4:30    Concurrent Sessions

**1    Security Issues for Libraries**

**Trustee**

An overview of effective security methods utilized to provide a safe environment for library personnel. Topics to be addressed include identifying the threat (prevention), dealing with disturbed persons, territoriality, surveillance, and barriers.

*Dr. Aaron Westrick, Deputy, Charlevoix County Sheriff's Department*

**2    Crafts for All!**

Experience a display of great crafts, from simple to the complex, for a variety of ages. Learn tips on crafting with children. Take home templates and get ideas. All this from some "Craft Divas" of the north country. You are requested to bring one example, with instructions (30 copies please), of your sure-fire, big hit craft to the session to share.

*Pat Fittante, Children's Librarian, Escanaba Public Library; Geri Barber and Dava Maat, Boyne District Library*

**3    The Perfect Match: Fine-Tuning Your Reader's Advisory Skills**

A fresh approach to reader's advisory, based in part on the work of Joyce Saricks, goes beyond genre to link books to readers by "appeal factors" like type of humor, setting, character's occupation, author's style, etc. Learn how to identify those factors in a book or a patron's description of a favorite read to make a perfect match.

*Sarah Redman, Selection Specialist, Capital Area District Library*

**4    Dynamic Programming Partners for the Rural and Small Public Library**

**Trustee**

How can rural and/or small public libraries plan programs when they have limited staff, space and budgets? This presentation will provide concrete examples and proven strategies for identifying potential partners in the community. Participants will come away inspired with tools they need to form dynamic partnerships and provide unique and exciting programs in their service area.

*Susan Hill, Editor, Rural Library Services Newsletter*

**5    Great Government Documents**

There's a world of information just waiting to be discovered in government documents. Learn about these valuable – and often free! – resources.

*Ann Sanders, Depository Librarian, Library of Michigan*

**6    Creating a Computer Center in Your Library**

This presentation will focus on such topics as: creating and teaching beginning computing and beginning Internet classes, creating handouts that will guide your patrons through common computer-related tasks, establishing guidelines of patron service, and dealing with some of the challenges of running a computer center. (This presentation will NOT focus on the technical aspects of setting up networks, firewalls, filters, etc.)

*Tammy Migan, Capital Area District Library*

**7    What Exactly Is Spam?**

No, we're not talking about that mystery meat, we're talking email spam. What is it? Where does the usage of "spam" in conjunction with email come from? (Answer: Monty Python!) Learn how spam is harvested, what steps you can take to protect your email address from being harvested, how to track down spam, and the appropriate way to respond.

*Michael McEvoy, Electronic Services Support, Northville District Library*

## 8 **The Care and Feeding of Rare Books**

Are those old books that have been rattling around your library for ages indeed valuable? And if so, how should you be preserving them? Learn the answers to these questions and more from Nancy Robertson, Rare Book Room Curator at the Library of Michigan.

*Nancy Robertson, Rare Book Room Curator, Library of Michigan*

5:00 – 6:00 Dinner

6:00 – 7:30 Dessert Reception and Opening of Exhibits

7:30 Evening of Entertainment

*Did you know that the majority of the movie Somewhere In Time was filmed at the sound stage at Mission Point Resort – the room in which our exhibits are housed? Come celebrate this bit of Mackinac Island history that has become a classic with a special viewing of Somewhere In Time at the Mission Point Theatre.*

## **Tuesday May 6, 2003**

7:30 - 8:30 Breakfast

9:30 - 3:30 Exhibits open

8:30 - 10:00 Concurrent Sessions

## 9 **Still More Story Time Tips**

Perennial conference favorite Elizabeth Andresen will share more of her creative story time ideas with us. Bring one idea of your own to share (a handout would be nice, 30 copies would be wonderful).

*Elizabeth Andresen, Children's Librarian, Bay County Library System*

## 10 **What Does It Take to Grow Your Library? Community, Commitment, and Communication**

**Trustee**

You know your library is too small, but how do you achieve expansion? Learn about a step-by-step process that will interest and engage your community in the project, from determining expansion size through putting together and testing a funding plan to raising philanthropic and/or millage dollars.

*Ann Williams, Vice President, The Breton Group*

## 11 **Library Ethics in the 21<sup>st</sup> Century**

**Trustee**

Ethics require honesty in our relationships not only with the patrons we serve, but also with our colleagues, staff, board and governmental units. Join us for a lively discussion of topics pertinent to today's libraries – student plagiarism, patron service, boards and trustees.

*Judi McNally, Director, Fremont Area District Library; Shawn Lombardo, Assistant Professor, Oakland University*

## 12 **The Expanding Michigan eLibrary (MeL): The Making of Modern Michigan, MeL Catalog, & MeL Databases**

MeL is growing to help your patrons find the information they need, when they need it, where they need it, in the format in which they need it. Come find out about the expansion of MeL with the Making of Modern Michigan digitization project, MeL Catalog, and the future of MeL Databases.

*Ruth Dukelow, Associate Director, Michigan Library Consortium; Becky Cawley, Statewide Databases Resource Administrator, Library of Michigan*

## 13 **Audiobook as Art Form: The Journey from Print to Spoken Word**

We know our patrons love to see books on tape on the shelves, but how do they get there and why? Follow a print book from the page through the recording process to the shelf with Heide Alden of Recorded Books and one of Recorded Books narrators.

*Heide Alden, Recorded Books*

- 14 Michigan Open Meetings Act** **Trustee**  
 Is your library complying with the Michigan Open Meetings Act? Are you sure? This session will provide an overview of the various and detailed requirements of the Act and the penalties for violation. You might not know as much about it as you think you do!  
*Dragomir Cosanici, Library Law Specialist, Library of Michigan*
- 15 Online Ordering in a Nutshell**  
 Baker & Taylor, Ingram, BWI... there are a lot of online ordering options out there, but which one is the best for you? Find out which wholesaler offers what and get a glimpse of what their online ordering systems are like. You might be surprised by what's available!  
*Lise Mitchell, Director, Chippewa River District Library System*
- 16 Library Alphabet Soup** **Trustee**  
 MLA, PLFIG, QSAC... we hear these acronyms a lot, but do we always know what they mean and the impact they have on our libraries? Updates from the Michigan Library Association, the Public Library Funding Initiative Group, and the Quality Services Advisory Committee.  
*Eileen Palmer, PLFIG; Martha McKee, QSAC; Stephen Kershner, MLA*
- 10:00 - 10:30 Break
- 10:30 - 12:00 Concurrent Sessions
- 17 Space Planning: A Library Story Problem** **Trustee**  
 A library has 20,000 books, 700 audiotapes, 600 videos, 130 magazine subscriptions, 4 staff members and a fish tank, and only 2600 square feet in which to house all of it. Sound like a nightmare story problem? Find out the answer from the library furnishings experts!  
*Fred Schutmaat, Principal, Library Furniture International, LLC*
- 18 Graphic Novels and Comics for All!**  
 Are you puzzled by the comic, graphic novel, and anime genres? Our teens and 'tweens aren't! Do you wonder why you should have these items in your collection at all? They read them! Where do you start? Have these and other "comic questions" answered by some folks who know and love both graphic novels and teens.  
*Kevin King, Kalamazoo Public Library; Paul Sizer, White Mouse Comics*
- 19 It's a Mystery!**  
 With so many mysteries and mystery publishers out there, how do you know what to choose for your collection? Who reviews this stuff? And what's an Edgar, anyway? A Michigan librarian/mystery author leads us through the maze of mysteries.  
*Moira Maus, Author/Director, Curtis Township Library*
- 20 Work Smarter, Not Harder**  
 Join Anne Donohue of the Michigan Library Consortium as she describes ways MLC can help your library cope with emerging technologies. Anne will highlight new solutions available for cataloging, ILL, and foreign language collection development. In the rapidly changing world of library technology, find out how MLC can assist you in staying current through new services and training opportunities.  
*Anne Donohue, Network Services Consultant, Michigan Library Consortium*
- 21 Book Repair Basics**  
 Spilled coffee, crayon-wielding children, miserly publishers and hungry puppies – these are some of the challenges our collections face on a daily basis. In this workshop you will be introduced to some basic preservation and mending techniques to preserve the life of your books.  
*Kevin Driedger, Library Assistant, Library of Michigan*
- 22 Storytelling with Quilts**  
 Everyone loves to be read to! Linda Kuhlman, "The Quilt Lady," offers a special "lecture" using her outstanding reading and storytelling skills. She makes children's picture books come alive by sharing quilts she has made to accompany the books. Linda captivates her audience with her love of books and quilts and will show you how you can, too.  
*Linda Kuhlman, The Quilt Lady*

**23 How Libraries and Librarians Help: Outcome Based Evaluation in a Community Library Trustee**

We all know we serve our communities, but sometimes we need to document just how we do so. Pointing to outcomes can be an important place to start. Learn about a project that is working to develop the tools that librarians need to show just what kind of impact libraries have on their community as our services expand.  
*Chris Allen, Munson Community Health Library*

**24 Magnificent Meetings: Know Your Role Trustee**

Making your meetings really count is easier when everyone involved is aware of their roles and responsibilities. Learn just who is supposed to be doing what in this session on the roles and responsibilities of library trustees and staff.

*Martha McKee, Library Consultant*

12:00 Box lunches at exhibit area

12:00 - 3:00 Free time to visit the exhibit area

3:00 - 4:30 Concurrent Sessions

**25 Performance Evaluations: The Success of Your Organization Depends On Them!**

**Trustee**

Whether you have done one employee evaluation or hundreds, you will be able to gain a new perspective from this workshop. The presentation will include information on different types of evaluation methods and focus on Performance Development Plans. You will leave this session with practical ideas for developing and evaluating library employees.

*Jennifer Giltrop, Human Resources Director, Kent District Library*

**26 Put Some Magic In Your Future!**

Learn how to enhance your children's and teen programs with the art of magic. Tracy Harnish will present a brief history, practical resources, and explicit directions for easy tricks.

*Tracy Harnish, Youth Services Librarian, Sterling Heights Public Library*

**27 A Cataloging Potpourri**

Want to hear about the latest updates in the cataloging world? Or find out once and for all exactly how you should be cataloging that new DVD collection? How about recommendations for cataloging programs or consortium-based cataloging? Get a taste of a little bit of all things cataloging at this informative session.

*Donald Todaro, Head of Cataloging, Library of Michigan*

**28 Ready Reference on the Internet**

Internet resources have broadened the reference collection of even the smallest libraries, but who has the time to sift through all the silt to glean the nuggets of gold? Find quality Internet resources in a broad range of reference topics as well as explore ways to use the MeL databases to answer quick reference questions.

*Christine Johnson, Information Services Librarian, Northland Library Cooperative*

**29 Ask "The Techno Chef"!**

You saw him at the 2001 Library of Michigan Road Show, you asked for an encore performance, we listened! Paul Groll, a.k.a. "The Techno Chef," brings his brilliant computer know-how (and his bad puns!) along for a technology question and answer session that can't be beat.

*Paul Groll, Deputy AIO, Department of Information Technology*

**30 Michigan Freedom of Information Act Update Trustee**

FOIA was amended in August of 2002; do you know what has changed and how it impacts your library? If a FOIA request was made at your library, would you know the proper way to handle it? Find out the answers to these questions and more at this session

*Dragomir Cosanici, Library Law Specialist, Library of Michigan*

**31 Christian Fiction**

We've all seen the demand for this increasingly popular genre among our patrons, but do we always know how to respond to it? Find out which rising stars of Christian fiction you should definitely have on your shelves. *Sunny Sutch, Retired Librarian*

**32 Bringing Mackinac Island to Your Library**

We all enjoy taking field trips to the Island; what about bringing the Island to your library? Learn about the many books about Mackinac Island and the other resources available from the Mackinac State Historic Parks Division.

*Mackinac State Historic Parks Division Staff*

5:00 – 6:00 Dinner

6:00 – 6:30 State of the State Address: Christie Pearson Brandau, State Librarian

6:30 – 7:30 Awards Ceremony

7:30 – 9:00 Keynote Speaker: Ann Seidl, *The Hollywood Librarian*

## **Wednesday May 7, 2003**

7:30 - 8:30 Breakfast

8:30 - 10:00 Concurrent Sessions

**33 PR Tools That You Can Use**

The PRISM (Promoting Reading and Information Services in Michigan) committee has created a PR Toolkit to help libraries in Michigan promote themselves. Find out more about this helpful tool that covers everything from tips on how to catch the eye of your local media to templates for easy-to-make brochures and take home a copy of the templates on diskette to get you started!

*Roger Mendel, Chairperson, PRISM*

**34 The Nuts and Bolts of Teen Services**

Learn how to convince your staff and trustees of the value of conscious collecting, programming, and “making space” for teens. Learn how to turn this wonderful age group to your advantage (and their own!). Find out how to get the basics in place with your limited budget and time.

*Kevin King, Teen Services Librarian, Kalamazoo Public Library; Charli Osborne, Coordinator of Young Adult Services, Oxford Public Library; Eva Davis, Youth Department Manager, Ann Arbor District Library*

**35 Adaptive Technology Made Easy and Inexpensive**

There are a lot of amazing machines out there to assist our patrons with physical disabilities, and some are a lot more affordable than you think! Scott Norris, Adaptive Technology Coordinator at the Library of Michigan, provides an overview of the adaptive technology available and how you can actually make it both easy and inexpensive.

*Scott Norris, Adaptive Technology Coordinator, Library of Michigan*

**36 Yes, You Can Help Genealogy Researchers!**

Uncertain if you have anything to offer genealogy researchers? Well, you do! Learn how libraries of all sizes can provide useful information to their genealogy communities.

*Public Services Staff, Library of Michigan*

**37 Medical Reference on a Small Book Budget**

You know you need to provide medical reference resources to your patrons, but what do you choose when funds are limited? An overview of the best print and electronic medical references to utilize.

*Leslie Behm, Michigan State University*

**38 Redeeming the Motley**

Is the collection at your library a motley conglomeration of 1970s bestsellers and oddball donations, sprinkled through with your own sterling selections from *Library Journal*? Do patrons come in asking for topics that your catalog can't even spell? Explore these questions and more, including methods and approaches to collec-

tion development that can make your collection the envy of your cooperative and, more importantly, of greater service to your patrons.

*Cindy Guthrie, Chesterfield Township Library*

- 39 Why Friends Matter** **Trustee**  
Everyone needs friends, right? Find out from the board members of Friends of Michigan Libraries just how important a Friends group can be to your library.  
*Friends of Michigan Libraries*
- 40 Fiction and Film: Enticing, Enlightening and Entertaining!**  
Enticing, enlightening and entertaining reviews of books and movies recommended for you and your library patrons. WARNING: The contents of this program may produce an irresistible urge to read and watch every title presented!  
*Melissa Barnard, Director, Grace A. Dow Memorial Library*
- 10:00 - 10:30 Break
- 10:30 - 12:00 Concurrent Sessions
- 41 Michigan Fiction, Movies and Music**  
Notable Michigan books, movies and music will be identified and discussed. Learn about the variety of material available and how to develop programs and events focusing on Michigan related materials.  
*Public Services Staff, Library of Michigan*
- 42 Bringing the Mountain to Mohammed: Distance Education Opportunities**  
Can't get away for continuing education? Bring it to your desktop! We'll look at the various distance education opportunities out there, from Mi-Lib-Tech, the self-paced online classes available free of charge to all public library staff members in Michigan, to online MLS programs offered by library schools.  
*Carol McAllister, Librarian Trainer, Library of Michigan*
- 43 Going Where the Buyers Are: Selling Books Online** **Trustee**  
How to choose great items from the book sale donation boxes and market them to the world via online book sale sites. We'll take a look at eBay auctions, Amazon Marketplace, and librarybooksales.org what to sell where, how to do it, what results you can expect, and where to find lots of resources.  
*Jane Rutledge, FOLUSA*
- 44 The Internal Customer: Managing Library Staff** **Trustee**  
We all know that customer service is important when it comes to our patrons, but what about our staff? A useful overview of staff management, whether you have a staff of two or twenty.  
*Marcia Warner, Director, Public Libraries of Saginaw*
- 45 Working with Seniors and Technology**  
We all know the patron: the new grandmother who wants to email a picture of the baby to a friend... the grandfather who wants to check out that fishing website his grandson told him about. They know they need help with the technology, but sometimes don't even know how or what they need to ask. Learn tips and resources that work to help seniors navigate the technology maze.  
*Kim Frazho, Houghton Lake Public Library*
- 46 Comparing Your Library with Bibliostat Connect** **Trustee**  
Learn how to use Bibliostat Connect, a Web-based peer library comparison tool for public libraries, to help you identify the compelling data and statistics you need for presentations or reports.  
*Molly Dwyer, State Library Data Coordinator, Library of Michigan*
- 47 Low Input Teen Activities**  
A compendium of ideas for teen programming, including: "If You Feed Them, They Will Come" – Thumbs Up! – Anime Film Festival – and other ideas for activities and programming. This is a share time, so bring your ideas that have worked, and even those that haven't!  
*Kevin King, Teen Services Librarian, Kalamazoo Public Library; Charli Osborne, Coordinator of Young Adult Services, Oxford Public Library; Eva Davis, Youth Department Manager, Ann Arbor District Library*

**48 Libraries and Cultural Tourism**

**Trustee**

Dr. Bill Anderson, Director of the Department of History, Arts and Libraries, explains the statewide concept of cultural tourism and how your library can fit into this exciting opportunity to encourage people all across Michigan to visit libraries and museums.

*Dr. Bill Anderson, Director, Department of History, Arts and Libraries*

- 12:00 Closing Luncheon
- Dr. Bill Anderson, Director of the Department of History, Arts and Libraries
  - Roger Mendel's traditional final comments

**PLEASE NOTE: Due to the nature of the location, there will be no Internet Room at the 2003 Loleta Fyan Rural Libraries Conference.**

*Send conference registration fee, along with the conference registration form on next page and pre-registration form on page 10 to:*

**Loleta Fyan Rural Libraries Conference  
Library of Michigan  
P.O. Box 30007  
Lansing, MI 48909**

*Send hotel reservation form on page 11 directly to  
Mission Point Resort:*

**Mission Point Resort  
Central Reservations Office  
34705 W. 12 Mile Road  
Farmington Hills, MI 48331  
Phone: (800) 833-7711  
Fax: (248) 488-3222**

# Conference Features

- **Keynote Speakers**
- **Trustee Track on May 6**
- **CEUs for all programming**
- **Awards**
- **Exhibits and Demonstrations**

## Registration

Conference registration deadline is April 1, 2003. Payment must accompany registration form. No telephone or FAX registrations accepted.

Full Conference Registration: \$110 \_\_\_\_\_ May 5-7

One-Day Conference Registration: \$55 \_\_\_\_\_ May 5 \_\_\_\_\_ May 6 \_\_\_\_\_ May 7

Name \_\_\_\_\_

Library Affiliation \_\_\_\_\_

Preferred Mailing Address \_\_\_\_\_

\_\_\_\_\_

Social Security Number (last 4 digits) \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

Indicate any special needs: \_\_\_\_\_ Dietary \_\_\_\_\_ Accessibility \_\_\_\_\_ Other

Please explain \_\_\_\_\_

Conference registration is payable by check to: State of Michigan – Library of Michigan.

\$110 full conference registration covers conference costs including all meals from Monday lunch through Wednesday lunch and ferry transportation to and from Mackinac Island via Shepler's.

\$55 one day registration covers all meals and programming for one day, plus ferry transportation.

***No refunds will be possible after April 21, 2003.***

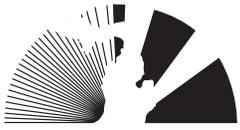
Send conference registration fee, conference registration form, and pre-registration form to:

**Loleta Fyan Rural Libraries Conference  
Library of Michigan  
P.O. Box 30007  
Lansing, MI 48909**

Overnight accommodations must be arranged directly with Mission Point Resort. A reservation form is included with this flyer. Rooms have been reserved with a special rate of \$96 plus taxes and a luggage fee.

**PLEASE NOTE: There are areas at Mission Point that can only be accessed by stairs. Also, Mission Point uses down pillows and comforters; if you have an allergy, please let them know.**

**If you have special needs or accessibility requirements, such as large print materials or interpreter services, contact Jenn Houseman at 517-373-1580 or [jhouseman@michigan.gov](mailto:jhouseman@michigan.gov).**



# Library of Michigan

Department of History,  
Arts and Libraries

702 West Kalamazoo St.  
P.O. Box 30007  
Lansing, MI 48909-7507  
www.michigan.gov/hal  
Phone: 517-375-1300



## Conference Pre-Registration Form

The Planning Committee is asking Conference Attendees to pre-register for those sessions they are planning to attend. *You are free to change your mind later and do not have to attend those sessions you indicate now.* Pre-registration will give planners a better idea of how many handouts to print for a session and which rooms should be assigned. Thank you for your help with planning.

The session numbers below correspond to the numbers in the program.

### Monday 3:00-4:30

- \_\_\_\_\_ 1
- \_\_\_\_\_ 2
- \_\_\_\_\_ 3
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### Tuesday 8:30-10:00

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### Tuesday 10:30-12:00

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### Tuesday 3:00-4:30

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### Wednesday 8:30-10:00

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### Wednesday 10:30-12:00

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- \_\_\_\_\_ 47
- \_\_\_\_\_ 48

Please make a copy and return this sheet with your registration and payment to the Library of Michigan. No telephone or fax registrations can be accepted. You will receive confirmation of your registration.



**MISSION POINT  
RESORT**  
Mackinac Island  
Michigan

# Mission Point Resort

*Welcomes*

## Rural Libraries Conference 2003 Conference

**May 5-7, 2003**



Special group rates are as follows:

\$96.00\* per room, per night, single or double occupancy

Additional person charge of \$20.00 per person, per night, 18 years & older

\*All room rates are subject to 6% State of Michigan sales tax,  
8% Resort Levy and a \$4.00 per person luggage transfer fee

- An advanced deposit of one night's room, tax and luggage transfer fee is required to confirm your reservations. Please fax or mail the attached form and deposit to the Mission Point Resort Reservations Department.
- Checks should be made payable to Mission Point Resort. If using a credit card, please provide all necessary information and the deposit will automatically be charged to your account. Mission Point Resort accepts *Visa, MasterCard, American Express and Discover*.
- Deposits are refundable minus a \$25 cancellation fee if cancelled at least 14 days prior to arrival.
- Guestrooms are subject to availability. If room is not available at rate requested, reservations will be made at the nearest available rate. ***Room reservations received after April 4, 2003 will be subject to availability.***

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### Rural Libraries Conference

**May 5 - 7, 2003**

Name \_\_\_\_\_ Credit Card# \_\_\_\_\_

Address \_\_\_\_\_ Credit Card Type \_\_\_\_\_

City \_\_\_\_\_ Expiration Date \_\_\_\_\_

State \_\_\_\_\_ ZIP \_\_\_\_\_ Signature \_\_\_\_\_

Telephone# \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Check-in time is 3:00 PM

Check-out time is 11:00 AM

# of adults in room \_\_\_\_\_

Room type requested: **single, double, triple, quad.**

# of children in room \_\_\_\_\_ (17 or under)

(Please circle one)

Share with:

1. \_\_\_\_\_ 2: \_\_\_\_\_ 3. \_\_\_\_\_

Special room accommodations needed: \_\_\_\_\_

\*Room reservations received after April 4, 2003 will be subject to availability



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Phone: 517-373-1300



*The Library of Michigan is part of the Department of History, Arts and Libraries. Dedicated to enriching quality of life for Michigan residents by providing access to information, preserving and promoting Michigan's heritage, and fostering cultural creativity. The department also includes the Mackinac Island State Park Commission, the Michigan Council for Arts and Cultural Affairs, the Michigan Film Office, and the Michigan Historical Center.*

*This publication is available in an alternative format: Braille or audio cassette. Please call 517-373-5614 for more information.*

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