



MARICOPA COUNTY LIBRARY COUNCIL

Thursday, September 15th, 2016 at 10:00 AM

Wickenburg Public Library

Minutes

Present:

Jana White – Buckeye Public Library
Dan Lee – Chandler Public Library
Michael Beck – Glendale Public Library
Kathleen Wade-Scottsdale Public Library
Peter Grant – Arizona State Library
Vinny Alascia – MCLD Northwest Regional Library
David Court-Desert Foothills Library
Kathy Lynch – MCCCDC Gateway Community College
Holly Henley-Arizona State Library
Jaime Ball – Arizona State Library
Nathaniel Washburn – Peoria Public Library
Susan Irwin – Arizona Historical Society
Jane Horsefield – Wickenburg Public Library
Kim Eckhoff – Tolleson Public Library
Brenda Brown – Chandler Public Library
Helen Gutierrez – Maricopa County Library District
Betty Murphy – Heard Museum
Nita Mailander – Grand Canyon University
Cindy Kolaczynski – Maricopa County Library District
Robert Carmona – Wickenburg Public Library

1. Call to Order & Apologies
 - a. Meeting was called to order at 10:03am and introductions were made. Apologies were received from Heidi Speed, Heather Wolf, David Bickford

2. Approval of Minutes of May 19, 2016
 - a. Corrections to minutes of the Arizona State Library report by Holly Henley to read “Also, thanks to the Arizona State Library team for developing the Informational handout for the Arizona Library Statistics and Arizona Libraries Transform.”
 - b. Motion for approval of minutes with corrections was made by Brenda Brown and seconded by Kathleen Wade and the motion passed.

3. Arizona@Work Presentation – Candace Tierney, Arizona@Work Coordinator, Wickenburg Public Library
 - a. Wickenburg Public Library has a Workforce Coordinator on-site in the building staffing a workforce development center in the Library. This is a 50/50 partnership with Maricopa County, where Maricopa County pays half the position and Wickenburg pays half. This has been a great new partnership.
 - i. Educating job seekers, 100s of certification programs available through tax dollars that include resume building, soft skills, and all kinds of job training. The Wickenburg Library has connected with 200 job seekers and did a recruitment event for Goodwill before they opened new store in town, which included 4 different events 110 job seekers and Goodwill hired all local people for the new store. Also, working with local businesses and asking them what skills they need from employees to identify needs.
4. Consent Agenda
 - a. Treasurer’s Report – Mary Villegas
 - i. Mary reviewed financial statement, ending balance of accounts is \$4,124.77. Mary presented summary of outstanding membership dues. Maricopa County Community College Libraries have decided to have on representative for all of the community colleges. Frank Torres, Glendale Community College Library, represented last year and Kathy Lynch, Gateway Community College Library, will be representative this year. Jana White will request an updated list of Community College Library contacts and make sure email addresses are up to date for notifications, agenda, and announcements from MCLC.
 - ii. Motion for approval of financial statement was made by Brenda Brown and seconded by Michael Beck and the motion passed.
 - b. Tech Talk – Peter Grant
 - i. Vinny Alascia introduced Peter Grant (AZ State Library) as the New TechTalk Committee Co-Chair. Other new Co-Chair is Chris Ruiz (Burton Barr) who was not present at the meeting.
 - ii. 15 people met at the last meeting for discussion of the purpose and meeting themes of the group. “Capture Your Library” will be the theme and will focus on digital imaging technology. Next week’s meeting will be the kick off for the new theme and will focus on still photography, which will include a 2 hour professional workshop with an expert. March meeting will focus on video. December meeting will continue to be the electronics show & tell, and the final meeting will focus on social media and platforms for delivering media and still photo content. Unified theme for the year will also assist the group in potentially submitting a presentation proposal for the AzLA conference.
 - iii. Anyone in libraries from Maricopa County are invited. TechTalk was formed to be a study lab for librarians to use technology and implement that technology in libraries. It is a way for libraries using technology in interesting ways to share. The TechTalk blog has been updated and there is a link from the MCLC website.
 - c. Electronic Resources Users Group (ERUG)– Mary Villegas
 - i. This group is open to attendance from all types of libraries, public, academic and focuses on discussion of all aspects of electronic resources in libraries.

- ii. Monthly meetings – next meeting is 11/3 @ 10am at Burton Barr.
 - iii. Upcoming E-Resources Forum will be on 2/23 and is being organized through AzLA. This forum will be a daylong event at Burton Barr and will include vendors and discussion panels.
- d. Continuing Education – Helen Gutierrez
- i. Next CE even is with Chery Gould, Fully Engaged Customer Service on 9/28 (see CE Report in appendix of minutes)
 - ii. CE budget request was reviewed and discussed. Agreement is to focus CEs on general workshops that all levels of staff can attend.
- e. Arizona State Library Report – Holly Henley
- i. Staying very busy preserving Arizona and providing access with a focus on technology and making our resources available online.
 - ii. Braille & Talking Book Library
 - 1. Janet Fisher has been working with the Governor’s Council on Blindness and Visual Impairment, as a member representing the Talking Book Library. The Secretary of State’s Office has developed the database and is now hosting this interactive version of the updated Resource Directory for the Persons who have Vision, Hearing or Combined Hearing and Vision Loss (Deaf-Blind). Janet has worked with a volunteer at the Arizona Talking Book Library and Governor’s Council staff to update the entries and input information on each of the 400+ entries. EYEknowAZ is now located at <https://eyeknow.az.gov>.
 - 2. The Digital Arizona Library (DAZL) includes the Arizona Memory Project, Arizona Digital Newspaper Program and the newspaper collection, Reading Arizona, Arizona Collection, map collection and genealogy. Diverse team focused on making Arizona material accessible both online and to patrons who visit the Polly Rosenbaum History and Archives building.
 - a. Evaluating a replacement for CONTENTdm on which the Arizona Memory Project and Arizona Digital Newspaper Program run. At this point, hoping to use Hydra-in-a-Box, which is a product that is being developed with the support of IMLS. Hoping to begin piloting the software in January or February 2017, and fully migrate to the new platform when the final product releases in November 2017. Also revised the AMP collection policy to emphasize content about Arizona, and to open up partnerships to for-profit and individuals with noteworthy collections.
 - b. Genealogy Service Continues: Chris Seggerman, library associate, came over with the genealogy collection to the Rosenbaum Building, and continues to support it. He reports that many genealogy patrons are using the microfilm newspaper collection, and archives collections. Patrons request books that were part of the collection moved from the State Library about twice a week. FamilySearch completed scanning the almost 5,000 volumes (356 boxes) that LAPR sent last fall to Salt Lake City, and has returned the books to Arizona. The books

are now all available online at:

https://books.familysearch.org/primo_library/libweb/action/search.do?vid=FHD_PUBLIC. The Arizona Genealogical Advisory

Board accepted transfer of those materials. Another 850 boxes remain at the Rosenbaum Archives and History Building; it is anticipated that they will be sent to FamilySearch in 2018.

- c. Statewide Ebook App and Marketplace: Beginning discussions with New York Public Library to participate in the SimplyE and LEAP projects. SimplyE is an ebook reading app that is being developed to allow library patrons to access ebooks from multiple vendors in a single location. LEAP is a market place to help libraries directly purchase content from publishers. We're looking at a model that would allow all Arizona public libraries to share an AZ Libraries branded app, with content based on the patron's registration and card number.
 - d. Supporting National History Day: The DAZL team is working with the Arizona Historical Society on National History Day, a statewide competition for students in middle and high school to research and present projects on historical topics. Regional competitions take place in Kingman, Flagstaff, Tucson, Phoenix area, and Yuma in February and March, with finals at ASU in April. DAZL staff has put together research materials that students can use virtually and will be assisting with presentations statewide. For more information, see: <http://www.nhdaz.org/>.
3. State Grants-in-Aid general award notifications were emailed August 15. The notice about State Grants-in-Aid Construction (SGIAC) funds was sent out August 22. The important dates for SGIAC are:
 - September 30: Letters of Intent due
 - November 18: Application deadline
 - December 1: Award notifications
 4. Continuing Education
 - a. •Since November 2015, 100 Arizona library staff members have taken Infopeople courses (approximately 1,000 training hours). In the same period, 143 Arizona library staff members have accessed a wide range of business and technology courses and resources in Skillsoft.
 5. Early Literacy
 - a. The 2016 Early Literacy Mentoring cohort wrapped up the second session of the EL mentoring program. In addition to professional development in communication, learning styles, peer coaching and trainings in early literacy with Saroj Ghoting, qualifying libraries received early literacy resources from Lakeshore Learning and New Directions Institute (Brain Boxes) to assist in meeting their early literacy goals and self-development plan.
 - b. Actively seeking recommendations for mentors to participate in the next session. The timeframe for the 3rd cohort will be

November 2016 – April 2017. Creating strong early literacy leaders was one of the goals expressed at the 2014 Library Leadership Summit and affirmed in 2016. If you would like for your staff to participate in this opportunity to expand their skills in peer mentoring, develop coaching, leadership, and interpersonal communication skills, please contact Donna Throckmorton.

6. Summer Reading
 - a. Preliminary statistics show a large increase in the number of minutes read over last year

Total minutes read – 2016	67,583,617
Total minutes read – 2015	58,208,565
7. FRANK Talks - In collaboration with Arizona Humanities we began a new program to bring FRANK Talks to Arizona libraries. FRANK talks are face-to-face conversations on ideas that matter.
8. 3D printer demonstrations continued across the state, overall total since starting the demonstrations is 14,645.
 - a. Several forms of emerging and popular tech programming ideas were showcased at the 2016 Phoenix Comicon, including a tournament to determine attendee interest in related library programs. Booth attendance was close to 2,000 for the event with over 750 people voting in the tournament. The most votes went to virtual reality and 3D printing.
 - b. A pilot program introducing Code Clubs to 19 Arizona libraries kicked off early this year. As of June there have been over 1,000 participants in the program
9. The Law4AZ program is planning to test two pilot programs in public libraries this year: a “Lawyers in the Library” program, and mini computer-based legal self-help centers in public libraries.
10. Digitization Projects: The State Library of Arizona is on the road to digitizing as much of its collection as possible and providing online access. The following were completed this year.
 - a. The House Journals scanning is complete from 1912 - present
 - b. The Session Laws are scanned and digitized and available as two separate collections on AMP
 - i. From Territorial Times to 1912 done by U of A as one collection
 - ii. From 1912 to 1996 scanned and digitized by SLA (90 volumes)
 - iii. From 1996-present are on the legislature’s website.
 - c. The Senate Journals are still being scanned and will be completed by the end of the Federal FY on September 30th.
 - d. Federal Documents - scanned, digitized and uploaded on AMP
 - i. The Smithsonian materials on Bureau of American Ethnology materials specific to North American Native American tribes - 17.4 linear feet
 - ii. The Bureau of Indian Affairs materials - 23.5 linear feet

- iii. 78 items left to be scanned. Will be completed and cataloged and will be on AMP by September 30th.
- 11. What's next for Library Services? Evaluation of the current 5-year LSTA plan and planning for the next 5-year plan:
 - a. Discussions at Arizona Library Leaders' Summit (June, 2016)
 - i. Identified national initiatives
 - ii. Waiting for the summary document to be finalized by the facilitator to share widely
 - iii. Will ask stakeholders their priorities for the initiatives
 - b. Focus groups
 - i. MCLC in October
 - ii. County Librarians in November
 - c. And much more!
- 5. Old Business
 - a. Update – ACCLC Meeting Held on August 26, 2016 – Kathleen Wade
 - i. Infrastructure is being developed to create 501c and define mission, vision, and values.
- 6. New Business
 - a. 2016-2017 Budget Presentation, Discussion, and Approval
 - i. Budget proposal was discussed and reviewed. Motion made by Rita Hamilton to reduce the CE budget to \$1,300 and seconded by Michael Beck and motion passes. If not all dues are received, the overall budget may have to be reviewed and reduced again.
 - b. Election of Officers
 - i. Election slate is discussed and David Court motions for current slate of officers to continue in their positions, Jana White - Co-President, Susan Irwin - Co-President, Mary Villegas – Treasurer, Nita Mailander – Secretary. Motion is seconded by Kathleen Wade. All candidates accept positions with all in favor.
- 7. Next Meeting
 - a. October 20th, 9am-11am, Burton Barr. If you are not able to attend, please send someone to represent your institution. Meeting will include the LSTA Evaluator and process and will help inform the future of LSTA grants.
 - b. November 2nd, 1p-4p, Invitation for MCLC members to attend in conjunction with the County Librarian's Meeting at AzLA. No MCLC meeting on 11/17.
 - c. December – No meeting
 - d. January 12th – Arizona Historical Society
 - e. March 16th – Maricopa County Library District will host, location TBD

Susan Irwin moved to adjourn the meeting and the motion was seconded by David Court and passed. Meeting adjourned at 11:38am.

MCLC-Continuing Education Committee report 9/15/16

- 2017 Co-Chairs: Betty Murphy and Susan Irwin
- Budget report for approval – adding \$1K for Project Outcome
- Emotional Intelligence Training for Library Staff, Catherine McHugh
 - Wed, March 20 or May 24, 2017

Upcoming MCLC-CE opportunities and other highlights:

- Cultural Competency workshop at ASU was a success!
- Coming up this month per MCLC's request @ AZ State Capitol Museum, 3rd floor:
 - **Fully Engaged Customer Service** / Cheryl Gould: Wed, Sep 28
 - <http://www.azlibrary.gov/events/1845>
 - **Mental Model Busting** / Cheryl Gould: Thu, Sep 29
 - <http://www.azlibrary.gov/events/1846>
- **Library Tour** / AZ Talking Book and Braille Library / Thurs, Oct 20, 9:30am-11:30am
 - Share link! Register! <http://www.azlibrary.gov/events/1862>
 - **Back to the Beach** Thursday, April 27, 2017, author Jenn McKinlay confirmed. She is a local librarian – has a Library Lover's Mystery series – the latest title in the series, *Better late than never* has a publication date of November 2016. Also, on her web site she says, "...I am officially back in the women's fiction game with *About a Dog* slated for release in June 2017..."

Check out our blog! - <https://mclcceblog.wordpress.com/>

Please don't hesitate to contact me with comments or questions.

Helen Gutierrez
MCLC-CE Committee Chair

MCLC-Continuing Education Committee Mission:

To create and arrange for relevant, quality programming and workshops for librarians and paraprofessionals working in public, academic and special libraries, county-wide.

EMOTIONAL INTELLIGENCE WORKSHOP DESCRIPTIONS

CATHERINE MCHUGH, PH.D.

Directors Leadership Development Workshop

“Emotional Intelligence: The Secret to Inspirational Leadership:” 2 or 4 hours

Emotional intelligence, aka "the other kind of intelligence," is now considered to be an essential leadership competency, even more important than technical ability or IQ. In this engaging workshop, you will learn the importance of developing Self-Awareness and Self-Management, the foundational pillars of Emotional Intelligence. By exploring how the human brain impacts behavior, you will gain understanding and practical strategies for regulating your emotions and more appropriately responding to challenging situations and people. You will learn, in very practical ways:

- How building self-awareness and applying self-management practices allows leaders to model more constructive interactions and foster productive relationships with co-workers, staff, and customers
- How to recognize and minimize the costs of negative emotional contagion— an “invisible” yet profoundly impactful organizational phenomenon
- How to leave a positive rather than negative “emotional wake” in your organization and with Library stakeholders

All Staff Emotional Intelligence Workshop

“Apply your Emotional Intelligence to Respond to Challenging People and Situations:” Full Day

Have you noticed that some people and situations trigger you and cause you to react in unexpected ways? Have you lost your cool with someone and regretted it later - - - or realized that the negative consequences of the interaction outweighed your initial “sense of victory?” Have you lost sleep because you’re “needlessly” worked up about a situation and are at a loss for how to respond?

In this highly participative workshop, we will explore how the human brain impacts behavior, and how to make use of your emotional experiences without being controlled by them. We will discuss how to increase your self-awareness and more effectively respond to triggering events. You will learn, in very practical ways:

- What it means to “go reptilian”
- How to avoid going reptilian and “leaking” your emotional reaction onto others
- How to tap into your emotional reactions and become more self-aware
- How, by regulating your emotions, you can respond more appropriately to difficult situations and people
- How to leave a positive rather than negative “emotional wake”
- How to foster more positive and constructive workplace interactions with co-workers and customers

MCLC Continuing Education Proposed Budget FY 2016-17 (9-14-16)	Budget	7-Sep-16	7-Sep-16	AZ State Library	Number of	Training	Total	Cost per
Fiscal Year -- July 1, 2016 through June 30, 2017	Proposed	Actual	Variance	proposed funding	Participants	Hours	Hours	Participant
MCLC-CE program: Cultural Competency full-day workshop with Dale Savage at ASU Hayden Library--speaker's gift (August 25, 2016)	\$15.00	\$14.41	\$0.59	\$0.00	30	6.00	180.00	\$0.48
MCLC-CE program: Cultural Competency full day workshop with Dale Savage at ASU Hayden Library--ASU catered coffee/snacks/water (August 25, 2016)	\$0.00	\$0.00	\$0.00	\$0.00				
AZ State Library program: Fully Engaged Customer Service full day workshop with Cheryl Gould at AZ State Library--coffee/snacks/water (September 28, 2016)	\$20.00	\$0.00	\$20.00	\$2,500.00	0	6.00	0.00	#DIV/0!
AZ State Library program: Mental Model Busting full day workshop with Cheryl Gould at AZ State Library--coffee/snacks/water (September 29, 2016)	\$20.00	\$0.00	\$20.00	\$2,500.00	0	6.00	0.00	#DIV/0!
Library Tour - Talking Book Library (October 20, 2016)	\$0.00	\$0.00	\$0.00	\$0.00	0	2.00	0.00	#DIV/0!
AZ State Library program: Project Outcome Regional Training full-day workshop for 60 people at Scottsdale Appaloosa Public Library--lunch and snacks (January 19, 2017)	\$0.00	\$0.00	\$0.00	\$7,500.00	0	6.00	0.00	#DIV/0!
AZ State Library program: Children's Literature with Judy Freeman 2 full-day workshops for 120 people each day--coffee/snacks/water (February 2017)	\$200.00	\$0.00	\$200.00	\$7,500.00	0	12.00	0.00	#DIV/0!
AZ State Library program: What's New in YA Literature with Patti Tjomsland 2 full-day workshops for 75 people each day--coffee/snacks/water (March 2017)	\$100.00	\$0.00	\$100.00	\$6,500.00	0	12.00	0.00	#DIV/0!
Library Tour - Glendale Community College Library (Spring 2017)	\$0.00	\$0.00	\$0.00	\$0.00	0	2.00	0.00	#DIV/0!
MCLC-CE program: Back to the Beach speakers' honorarium for author (April 27, 2017)	\$500.00	\$0.00	\$500.00	\$0.00	0	3.00	#DIV/0!	#DIV/0!
MCLC-CE program: Back to the Beach ice cream and water for 60 people (April 27, 2017)	\$200.00	\$0.00	\$200.00	\$0.00				
MCLC-CE program: Back to the Beach 4 speakers gifts (April 27, 2017)	\$60.00	\$0.00	\$60.00	\$0.00				
AZ State Library program: Emotional Intelligence (EI) full-day workshop with Catherine McHugh (tentative) at Scottsdale Appaloosa Public Library--coffee/snacks/water (May 2017)	\$100.00	\$0.00	\$100.00	\$2,000.00	0	6.00	0.00	#DIV/0!
MCLC-CEC web page hosting (WordPress.com--expires 08/12/2017)	\$85.00	\$71.88	\$13.12	\$0.00				
Total	\$1,300.00	\$86.29	\$1,213.71	\$28,500.00	30	61.00	#DIV/0!	#DIV/0!