



# Newsletter

Pinal County Library District

November - December 2002

## Director's Column

The annual AzLA Conference is coming up very soon, and this year we all have an extra incentive to attend. The Arizona Library Association Service Awards have been announced, and I'm delighted to see that five of our own have been honored this year. I have personal knowledge of how staff members in every library in our county do wonderful work, day after day, so it's especially heartwarming when that hard work is recognized and rewarded.

Esther Solis with the Casa Grande Public Library has been selected as the Sharon G. Womack Outstanding Library Technician. This award honors "an individual who has served as a model of the important role which the library technician plays in providing quality library service and who has exemplified the integral part that the library technician performs as a library staff member." Esther's library career demonstrates her dedication to quality library service.

She has set an example by striving to improve her skills, and generously shares her knowledge and expertise. Esther has a talent for establishing an immediate rapport with patrons, other staff members, and colleagues in other libraries.

Patty Freeman, Jan Custis, Sandra Mendoza, and Lynette Hinojos have been chosen as recipients of the Outreach Services Award. This award is sponsored by Little Chapel of All Nations in Tucson for "the library, librarian, or library related group or person that provides exemplary library outreach services to unserved or minority groups."

As you all know, the PC Characters have been traveling around the county each January to present programs featuring a costumed character. What you may not know is that the outreach program would not have existed without Patty Freeman's original grant idea and her tireless efforts. Her determination, combined with Sandra

Mendoza's enthusiastic help and wholehearted support from Jan Custis, resulted in the first "Arthur's Library Adventure" outreach grant. The success of that program inspired the creation of "PC Characters" which plans annual outreach programs featuring a costumed character for libraries, elementary schools, Head Start classes, and WIC offices in Pinal County. Last year, Lynette Hinojos joined the group and helped to make Franklin the Turtle a success. Since the original "Arthur" program, the group has presented programs annually with different themes and characters each year. In January of 2003, PC Characters will travel the county again featuring Winnie the Pooh.

We are all looking forward to the AzLA Awards Banquet on Thursday, December 5, when the recipients will be honored for their dedication and hard work. Congratulations to all our award winners!

*Denise Keller*



It's book ordering time so get your orders in. I'd like to make this as easy as possible for everyone so titles & ISBN's on an emailed excel file will be enough information. If I run across something a bit difficult to get I'll get a hold of you for more information. If you're having concerns about collection development and would like assistance Shirley is here for you and would be more than happy to help.

*Delise Christensen*

### Inside this issue:

<i>Director's Column</i>	1
<i>Around the County</i>	2
<i>Reference &amp; Outreach</i>	2
<i>Cataloging Corner</i>	3
<i>Upcoming Events</i>	4

## Around the County

### Apache Junction

Saturday, Nov. 2 Muggle Movie Madness. We will be showing the movie "Harry Potter and the Sorcerer's Stone" and playing Harry Potter trivia from 10:00 a.m. to 1:00 p.m. There are lots of prizes to be won.

Saturday, November 23 from 10:00 a.m. to 12 noon AJ Kids Club will have a brief book discussion and view the video "Charlotte's Web". This program is in honor of Children's Book Week and the 50th anniversary of the famous classic.

Wednesday morning Storytimes will continue through November 13. We will then take a break until Jan. 8, 2003.

Babytime continues year round from 10 to 10:20 a.m. on Thursday mornings.

Teen Outpost (formerly Teen Chat Cafe) will be held on Tuesday, November 19, from 6:30 to 7:30 p.m.

Teen Quest (formerly Teen Book Discussion) will be discussing Spell for a Chameleon by Piers Anthony on Tuesday, November 26, from 6:30 to 7:30 p.m.

#### Book Discussion

The popular adult book discussion groups continue through the coming months.

On Thursdays at 1:30 p.m., This 'n' That Book Club participants will be reading and discussing: An Unfinished Marriage by Joan Anderson on December 5

On Tuesdays at 1:30 p.m., Dying for a Mystery Book Club participants will be reading and discussing: Guest author Betty Webb on December 12 (see below)

December 12 at 2 p.m. Betty Webb will be speaking in the Community Center. Betty is the author of November's discussion book, Desert Noir, as well as a local book reviewer. This event

will be our December book discussion meeting.

Friends of the Library Book Sale will take place in the lobby on Saturday, November 16 from 9 a.m. to 5 p.m. An incredible number of good books available! Come and shop with us!

#### Holiday events

Holiday Storytime will be held in the Youth Services area on Wednesday, December 4th at 10 a.m. This special program is for children aged 2 through 6 years.

Friday, December 13 will be a day of Holiday Celebrations at the library. In the afternoon, a songfest will take place. Santa and perhaps Mrs. Santa are expected. A Double Quartet of Sweet Adelines will perform in the Community Center at 7 p.m. Their performance will last for approximately 45 minutes.

Polar Express, a play for children, based on the well-known

children's book by Chris Van Allsburg, will be presented by the members of the library's Teen Advisory Board. Date and time TBA.

### Eloy

#### Father and Child Sleepover at the Library

The Eloy Public Library and the Eloy Migrant and Seasonal Head Start held a Father and Child Sleep Over at the Library Friday, September 27<sup>th</sup>. The fathers and children enjoyed hamburgers and hotdogs hot off the barbeque, read stories and played games. Special guest, Storyteller Martin Rivera, of Tucson entranced everyone with his stories.

#### Celebration!

Fifty young fans celebrated **Harry Potter's Birthday Party** July 31st with cake, ice cream,

*(Continued on page 3)*

## Reference & Outreach

I attended the Great American Bookmobile and Outreach Services conference in Columbus Ohio in October. The sponsors of the conference, Clarion University, have a listserv for rural librarians and bookmobile service. Information on how to subscribe to these listservs is at the end of this article for those of you don't already subscribe.

Representatives from several major bookmobile manufacturers (Farber, Matthews and OBS, Inc.) attended the conference. Many styles and types of bookmobiles were on display and representatives were on hand throughout the conference to conduct tours and answer questions. Bookmobile representatives presented their company's innovations since last year's conference and answered questions. They presented new models and discussed details such as load bearing, engine types, the newest technology, functionality and interior design. Links to their websites are at the end of this article if you are interested in looking at the latest in bookmobiles.

The outreach sessions focused on a variety of services and programs. Many ideas for presenting programming and story times to children were shared, with special consideration to the limitations of a bookmobile. Topics such as finding space to

present programs if the bookmobile was too small to accommodate groups, scheduling programs to fit into the time frame a bookmobile had to spend at each stop, and fun ideas for activities and crafts that don't require elaborate preparation or materials were covered. I'll be sharing some of these ideas as we prepare for the 2003 Summer Reading Program.

The Intergenerational Services session was presented by Beverly Solecki of Ohio. She had interesting ideas for programming that has been successful in getting children and older adults together. One program that was particularly successful used a Hats theme. Everyone was invited to wear their favorite hat and the librarian read stories about hats. The group then paired off (a younger person with an older person) and they shared the story of why this was their favorite hat. It was a learning experience for everyone and all the participants had fun. She suggested doing this kind of programming at a senior center instead of a nursing home.

Many interesting ideas were presented, too numerous to cover here. I am available by phone or e-mail if you have any questions or would like to discuss the conference. I would like to thank the Library Develop-

ment Division, Arizona State Library, Archives and Public Records for providing the continuing education scholarship, which made attendance at this conference possible.

#### Listservs

Bookmobile Listserv at Clarion University: Send an e-mail message to **listserv@listserv.clarion.edu** In the body of the message type **subscribe bkmob-1** and include your name. For example: **subscribe bkmob-1 Mary Johnson**

To send mail to members of the listserv once subscribed, send email to **bkmob-1@listserv.clarion.edu** Your message will be sent to the entire discussion group.

Rural librarian Listserv at Clarion Send an e-mail message to **listserv@listserv.clarion.edu** In the body of the message type **subscribe rurllib-1** and include your name. For example: **subscribe rurllib-1 Mary Johnson**

To send mail to members of the listserv once subscribed, send email to **rurllib-1@listserv.clarion.edu** Your message will be sent to the entire discussion group.

For questions about either listserv, contact Bernard Vavrek at **vavrek@clarion.edu**

*Shirley Condit*

## Around the County cont'd

(Continued from page 2)

prizes and the Harry Potter movie.

### Prepare For Takeoff!

The **Eloy Science Club** held their first meeting in September, at the library, for students from the fourth to eighth grades. Fred Daingerfield is the Science Club's advisor and will hold weekly meetings every Wednesday at 3:30 PM. The students will be active in NASA experiments and many more exciting projects. How does an airplane wing work? Club members are finding the answer by making model airplanes this month. Patrons and staff are enjoying ducking as the planes are tested in the library. We appreciate the help and support we receive during our meetings from the parents that come to join in on the fun.

### Thank You, APS!

The Library received a \$20,000 grant from APS for the library's

meeting room. The grant will be used for seminar tables, chairs, audio/visual equipment and conference telecommunications. Thank you, APS for your wonderful donation. Eloy will truly benefit from your community spirit.

### Many Thanks!

Eloy, in conjunction with the Casa Grande and Coolidge libraries, received a \$2,000 Grant from the Hispanic Council and the State Attorney General's office to purchase GED books and ESL materials for library patrons.

### Kearny

Our staff is going to change some again in December when our Children's Librarian, Bobbi will be leaving us. She and her family will be moving from Kearny to Northern Arizona.

Shirley Condit the Reference/ Outreach Services Librarian with PCLD visited us during the

month and we evaluated our teen section and upon some recommendations from her we have moved our reference section. The Friends bought us some new shelves, and we will now have a new teen area in the Library and hopefully the YA's will come in and use it.

We had a Halloween party for our Story Hour children on the 25th with all sorts of fun games: bobbing for apple, fishing, pin the heart on the monster, and musical chairs and each received a Halloween treat bag when they left. Our party is early because the Chamber in Kearny sponsors a Great Pumpkin party on Halloween and we did not want to interfere with that.

Our computer basics classes are still going well. We pick up new patrons all the time.

### Superior

Superior Public Library will hold beginning computer basics

classes.

Nov. 13th, 10:30 a.m.-12:30 p.m., "Your Computer and the Windows Environment." This class will cover Components of a Computer, An Introduction to File Structure, The Tree File Structure in Windows Explorer, Windows NT Desktop and Mouse Basics.

Nov. 21st, 10:30 a.m.-12:00 p.m., "Making The Computer Easier To See and Use." This class will cover Preferences for Windows Software, Control Panel and Appearance Tab.

We will celebrate Children's Book Week, Nov. 18-24 with a celebration in honor of Curious George's 60th Birthday. Stories will be read, activity pages will be given to participants and games will be played.

In December we plan a Christmas Fest on Dec. 18th. Children will be invited to the library for Christmas stories, activities and games.

## Cataloging Corner

I have noticed some confusion concerning "fly" records and short records. If one is working at the circulation desk and a patron brings up an item that has no matching bibliographic record in our database, then that is the time to make a quick "on-the-fly" record so that the book can get checked out to the patron. The trick is to make sure that there is an "f" in the record type and an "f" in the IMESSAGE (#23) in your item record. That way, when the item is checked in there will be a message to alert the check-in person that this item needs to go to cataloging for a full record. The cataloger should first check our own database to make sure there isn't already a record that matches the item in it. Then, the cataloger should check another bibliographic utility (i.e., BookWhere, Guicat, etc.) and add a new record that matches the item. Once that record is added, either the item and "fly" record can be deleted and the item then attached to the full MARC record, or someone who knows how to transfer item records can do that (I am happy to transfer items onto a full record if you send me an email). Don't forget to update the item record, also. When making that "fly" record,

the more information that can be added to it quickly would be helpful, since I can then find a full MARC record that matches and load it for you. So, if possible, add an ISBN number and the number of pages to the author and title of even a "fly" record. The same thing goes double for a short record. If you find yourself having to make a short record in the database, please try to add as much information from the item as you can. I sent a cheat sheet letting you know what is helpful for me when I search for a book, video or sound recording record. The more of that information I have, the better chance I have to match it and load the full MARC record.

For the second topic, I would like to mention how to choose your 3-letter cutter. If there is an author field in your record (that is the 100 field in a MARC record), then by all means use the first three letters of the author's last name. Many records will not have an author, and in those cases you will look at the title and use the first three letters of the title, excluding any articles. An editor is not used as an author, but sometimes a country or a corporation name can be used as an author. Of course, when

choosing your cutter, you may also decide to use the same three letters for a series of books based on a publisher that is famous to make it easier for patron retrieval and shelving. For example, many books for children are published by "Walt Disney" and they usually have that name before the title in some form, or on the cover. It might be a better choice to use "DIS" as your cutter than the first three letters of each title, if you think that you would like all the Disney books to be shelved together, even if "Disney" is not part of your title. The choice of cutter is not carved in stone, even though there are rules that are usually followed. Each library can still make decisions that seem better suited to the particular item or items.

Don't forget, I will be happy to answer any questions or help with any problem records.

Remember, the MARC record is the engine that gives staff and patrons the tools needed to search the catalog.

Happy cataloging!

*Eileen Jaffe*

Pinal County Library District  
PO Box 2974  
Florence, AZ 85232

---

## Upcoming Events

AzLA Orientation <a href="http://www.azla.org/exec/index.html">http://www.azla.org/exec/index.html</a>	November 15	Peoria
Children's Book Week <a href="http://www.cbcbooks.org/html/book_week.html">http://www.cbcbooks.org/html/book_week.html</a>	November 18-24	Nationwide
AzLA Annual Conference <a href="http://www.azla.org/">http://www.azla.org/</a>	December 4-6	Phoenix
Federation Meeting	January 10	Florence
AzLA Legislative Day	February 6	Phoenix

---