



Shortgrass Clippings

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I am pleased to present the final edition of the 2016 Shortgrass Clippings. Over the past few months, the Shortgrass building has undergone a variety of upgrades and renovations, which have made for a dusty and sometimes noisy work environment for everyone here. While we're not quite done yet, things have settled for now and the new flooring and furniture looks really great! Check out some photos on page 2 of this newsletter and follow us on social media to see more photos of the various changes as they are implemented.

Shortgrass is, once again, part of the planning committee for "Board Leadership South," a 1 day event, providing learning opportunities about board governance to board members, potential board members and staff who work with boards of not-for-profit organizations (including libraries). If you have always wanted to learn more about board governance, this event is for you. You can find more information on page 13 of this newsletter.

The Shortgrass Board was pleased to provide an additional \$20,000 towards the very popular eResource hoopla, which provides opportunities for library patrons to listen to audiobooks and music, read books and comics, and watch movies and/or TV shows. As a result of the influx of extra funding, the monthly patron limit for borrowing from hoopla has increased from 5 to 6 items. I am grateful that the Board recognizes the value of this resource and has chosen to support the member libraries with the extra funding.

The Shortgrass outreach vehicle is getting new decals applied to it as I write this and, as always, the designs developed by the graphic design team at Flag Five are a great visual representation of our brand. Check out the photos of the newly decked out vehicle on page 13.

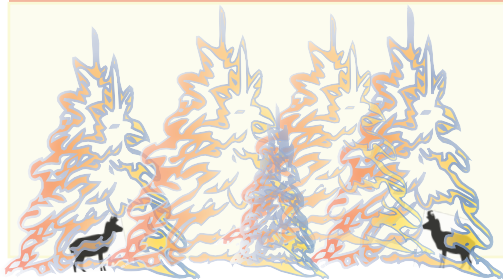
Wishing all of you a peaceful and joyous holiday season and all the very best for 2017!

Petra



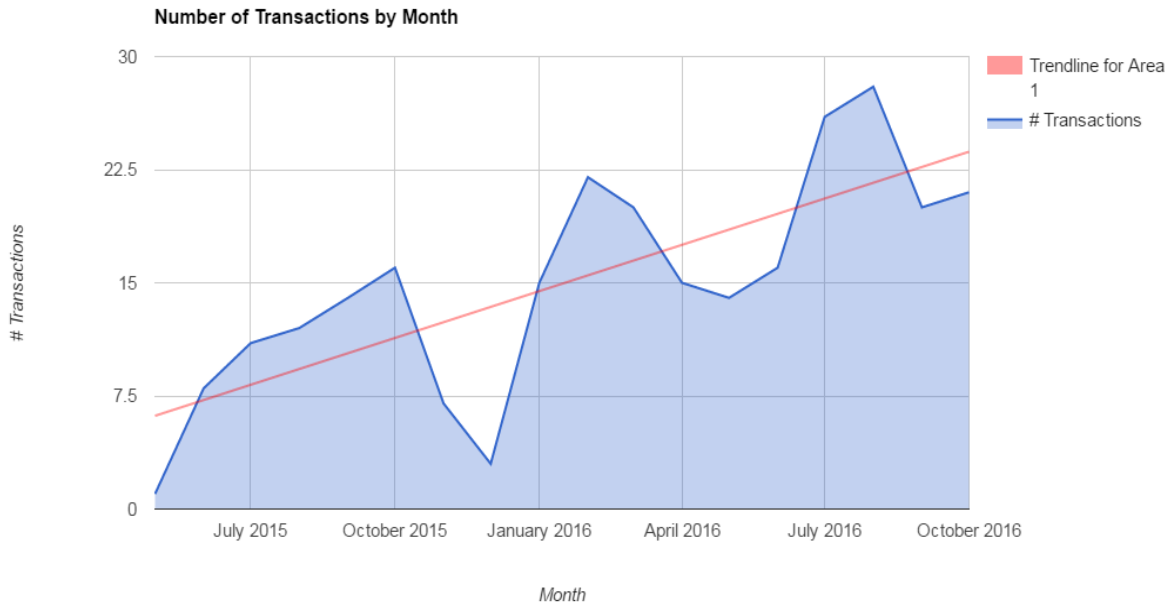
Shortgrass Library System // w: shortgrass.ca // p: 403.529.0550

- | | | |
|-------------------------------------|-------------------------------|--------------------------------|
| • Alcoma Community Library | • Gem Jubilee Library | • Redcliff Public Library |
| • Bassano Memorial Library | • Graham Community Library | • Rolling Hills Public Library |
| • Brooks Public Library | • Irvine Community Library | • Rosemary Community Library |
| • Duchess & District Public Library | • Medicine Hat Public Library | • Susan Andersen Library |
| • Foremost Municipal Library | | • Tilley Public Library |





Online payment on the rise!



Available since 2015, the graph to the left reflects online payment trends between the period from June 2015 to mid-October 2016.

Highlights:

Average transaction amount: \$11.22

Percentage of transactions after 9:00 pm and before 10:00 am: 28.62%

A Fresh Look!



After almost 30 years, the Shortgrass building was due for a few renovations!

The building got a fresh coat of paint, new carpet and tiles!



Shortgrass' reception desk got a makeover with a creative history display!



New whiteboard table surfaces in the boardroom are perfect for sharing ideas and brainstorming!



Champions of the backlog

In May 2016, we celebrated the completion of the ULS backlog project! The Bibliographic Services Team was instrumental in this achievement. Learn more about two members of the team, Blaine and Norman.

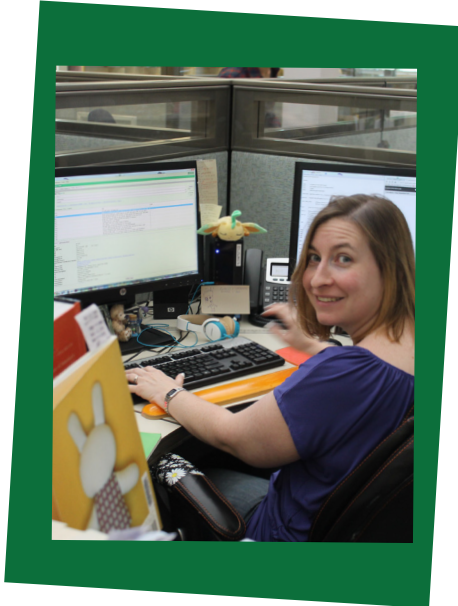


Meet

Blaine!

"Hi, I'm Blaine Heglund and I am the Medicine Hat Public Library Cataloguer at Shortgrass.

I input data. I do this so people can find the items at the library that they're looking for.



I came to Shortgrass as a practicum student from SAIT in April 2009, to learn how a library system works and gain experience working as a cataloguer. Shortly after, I was hired full-time to cover for an upcoming retirement.

The most challenging part of being a cataloguer is keeping up with the amount of items needing cataloging, so library patrons can borrow the items as soon as possible. The best part is seeing the range of new library items. There are many interesting topics that I could spend days absorbing into my brain.

I love to learn and try out new things that I'm reading about. At the moment, I am currently building my own coffee table which will have a houseplant growing in the center. I also enjoy finding the latest Korean and Japanese music to listen to, or other Asian types of media such as Korean dramas and Japanese manga."

Meet

Norman!

"I have been working at Shortgrass for a bit over 8 years. I am currently the cataloguer for thirteen libraries.

Some background information about me: From 1994-1996, I took my Library Tech diploma training at Langara College in Vancouver, BC.

After, I worked in various circulation departments at colleges and then transferred to the tech services department where I learned cataloguing.

Wondering what cataloguers are? I'd say I am an information specialist, or basically an office guy, who is plugged into my computer. I enter the library material information into the computer, so when you search the catalogue, you can find what you are looking for. I use precise language so that the computer will give the patron the correct information. I also determine what the item is about, so it can be labeled correctly and put in the collection with like material. I enjoy the challenge of doing my job well, the detailed work required, and helping library staff with issues that arise.

Things have changed a lot since starting here at Shortgrass. We went from AACR2 to RDA (very different cataloguing rules), have had a lot of staff changes, and with that our cataloguing philosophy has changed. These are changes that I welcome. We have a great staff and I like where we are going.

In my spare time, I enjoy playing Civilization (a computer game). I also enjoy wilderness camping and eating in fine restaurants, especially in Vancouver. I also enjoy teaching Bible and hanging out with the youth at Glenview Nazarene Church. I am a Vancouver Canuck and a Ferrari F1 fan. :)"



By Luisa Konstanzer

1) CHOOSE THE SOCIAL MEDIA PLATFORMS THAT MAKE SENSE TO YOU AND YOUR COMMUNITY

Second, consider creating a social media team. Involve staff, volunteers and/or board members. Ask and find out the comfort level of your team with each of the platforms under consideration.



2) NEED INSPIRATION? LOOK TO OTHER LIBRARIES AND COMMUNITY GROUPS

While looking at different social media accounts, look for sharable items that your patrons might find interesting and important to know (e.g. information about programs, opening hours, events in the community, news, etc.).

4) BE SMART - MAKE A PLAN

Consider using the SMART goal-setting strategy to make a social media plan:

S = Specific – Consider answers for the 5 “W” Questions.

Who is your audience?

What will you post?

When will you post?

Where will you post?

Why is this information relevant to your community members?

M = Measurable – Make a measurable goal.
ie. Post XX times a day
Aim to get XX likes / week

Find a social media management tool that will help you manage your social media posts. ie. Hootsuite, If This Then That (IFTTT)

A = Attainable – Related to the Measurability of the plan, set a “realistic” goal that is attainable.

R = Relevant – Consider if the goal is relevant to your library.

T = Time – Give your goal a deadline.

5) SET A TIME LIMIT

Keep track of the time it takes to create and manage posts. Watch the clock.
Set a time limit to think/search for future post content (e.g. 5 min.).

6) GET A SECOND OPINION

Whenever you get a “Post” ready, get it approved and/or check with colleagues before you post.
Consider if it aligns with the persona of what you want your social media to convey.

7) OBSERVE

Write down what your patrons like and what they don't like or aren't interested in. Look for more of the items that your patrons respond to.



Optimizing your Social Media Time

Create a unique social media policy and practice tailored for your library.

Working effectively as a team:

Create a collaborative, functional email account and discussion that:
everyone in the social media team has access to,
enables communication about changes and updates,
and provides all notifications in one location.

Plan ahead and use various tools to manage postings across different platforms: If This Then That (IFTTT), Google calendar, Hootsuite, etc.

Investigate and explore the best times to post on social media. Check out infographic: <http://bit.ly/1EGTzct>

“Thanks to social media such as Facebook and Twitter, a far wider range of people take part in gathering, filtering and distributing news.”

- Lionel Barber

Keeping informed:

2017 Minister's Awards for Excellence in Public Library Service

The Public Library Services Branch is accepting nominations for the annual Minister's Awards for Excellence in Public Library Service. The award recognizes great services at public libraries and promotes knowledge-sharing within Alberta's library community.

The YOU Libraries Award will also continue in 2017. This award is adjudicated by a popular vote open to all Albertans.



Nominations open on **December 1, 2016** and the submission deadline is February 24, 2017. Nomination forms and additional details are available at www.albertalibraries.ca and http://www.municipalaffairs.alberta.ca/plsb_ministers_awards.

Winners will be notified by early April 2017 and announced at the Alberta Library Conference in Jasper from April 27 to 30, 2017.



For any questions on the awards program, please contact: Karen Petch, Branch Information Co-ordinator, Public Library Services Branch, toll-free at 310-0000, then 780-427-9709, or at libraries@gov.ab.ca.

Some points to consider, when submitting a nomination package:

- 1. Identification of partners in the service:**
What was their role? How did they participate? How did all partners benefit?
- 2. What community need did this service meet? How was the need determined?**
Evidence from plan of service/needs assessment. Usage or uptake of the new service. Did this service attract new library users? Statistics: number of users and who they are. How were library users made aware of the new service?
- 3. How could this service work in other libraries?**
Are you able to share this service with other libraries?
- 4. What were the lessons learned in developing this service?**
If you were to do it again, what changes would you make in approach or implementation?
- 5. The nomination may be accompanied by other supporting materials** relating directly to the service under consideration. These documents can be attached separately with photos in a jpeg format.
- 6. Nomination packages will only be accepted in electronic format.**

Keeping informed:

Mental Health First Aid (MHFA)

Many individuals walk through libraries everyday. If they were in need of assistance or direction, would you know what to do? The Canadian Mental Health Association offers a two day (12 hour) training class that heightens mental health awareness and highlights tools. Here are some key takeaways.

Mental Health First Aid (MHFA) is given when a person is experiencing a mental health issue or crisis and is provided until appropriate professional treatment is received or the crisis is resolved.

Examples of mental health disorders include:

- Substance-related disorders
- Mood disorders
- Anxiety disorders shortgrass.ca/chilton-library
- Psychotic disorders

Mental health problems are:

- Common
- Invisible but real medical conditions
- Not character flaws
- Unique based on individual experience(s)



1 in 3 people
will experience
a mental health
issue in their
lifetime

If you notice that someone is on the verge of a crisis or is showing erratic behaviour,

TAKE THESE 5 STEPS:

- 1. Assess the risk of suicide and/or harm**
- 2. Listen non-judgmentally**
- 3. Give reassurance and information**
- 4. Encourage the person to get appropriate professional help**
- 5. Encourage other supports (self-help strategies, reaching out to family and friends, etc.)**

Effective help and treatments are available:

Canadian Mental Health Association

www.cmha.ca

National Institute of Mental Health

www.nimh.nih.gov

Public Health Agency of Canada

<http://www.phac-aspc.gc.ca/index-eng.php>

Curious to know more?

Please contact Rei or see the following website:

<http://www.mentalhealthfirstaid.ca/>

Next Mental Health First Aid (MHFA)
class offerings in Medicine Hat:

MHFA for Adults who Interact with Youth

Tuesday and Wednesday,
January 24-25, 2017
8:30 am-4:30 pm

MHFA Basic

Tuesday and Wednesday,
March 21-22, 2017
9:00 am-4:00 pm

Keeping informed: Grant applications: Community Foundation of Southeastern Alberta



SMART & CARING
COMMUNITIES



Does your library have a need for a service, program or collection that would benefit the community, strengthen and promote your library's mission, and enhance partnerships among agencies? Could your library benefit from financial support to make this idea a reality? If so, submitting a grant application might be the answer you've been looking for. Here are two: **Community Fund for Canada's 150th** and **The Community Foundation of Southeastern Alberta**.

Community Fund for Canada's 150th

- Limited time fund for Canada's 150th anniversary of Confederation in 2017
- Accepts applications from registered charities, registered Canadian municipalities, registered municipal or public bodies performing a function of government in Canada, and more.
- Applicable for small grants that are an extension of the organization's mission, lead to a multitude of outcomes including increased BELONGING, INCLUSION, RECONCILIATION, and CONNECTION within communities and throughout Canada. Objectives must align with either of the following:
 - BUILD vibrant and healthy communities with the broadest possible engagement of all Canadians, including indigenous peoples, groups that reflect our pluralism, official language minorities, and youth.
 - INSPIRE a deeper understanding about the people, places and events that shape our communities and our country.
 - ENCOURAGE participation in community initiatives, activities and events to mark the 150th anniversary of Confederation.

More at: <http://bit.ly/2aGJDTf> &
<http://bit.ly/2fJJEbn>

Community Foundation of Southeastern Alberta:

- Accepts applications from local organizations involved in animal welfare, arts & culture, children & youth, education & learning, environment, health, heritage, senior services, social & human services, recreation & leisure.
- Funds innovative, creative projects that will have a wide-impact across Southeastern Alberta
- Provides seed funding for long-term projects
- Provides funding for short-term projects, equipment-based projects and will contribute towards a capital campaign
- Provides small amounts of emergency funding

More at:

<http://cfsea.ca/grant-recipient-resources/>

For more information on both of these grants, contact:

Rei - rei@shortgrass.ca

Phone: 403-529-0550 ext 104

or,

Community Foundation of Southeastern Alberta

Phone: 403-527-9038

Email: info@cfsea.ca

Web: <http://cfsea.ca/>

Key Tips for Grant Applications:

1. Keep it simple - one project focus per grant application.
2. Have a consistent and clear project title.
3. Focus on how the grant will make the project possible.
4. Be as descriptive as possible (provide different quotes, focus on main expenditures)
5. Demonstrate a clear 15-20 month operational plan using the SMART goal-setting strategy on page 5.
6. Make certain the project budget is balanced.
7. Be consistent with the amount you request.
8. Get a second opinion on the completeness of your application.

"Although faced with the necessity of reducing expenses, and even reducing staff, libraries and librarians demonstrate once again their versatility and their ability to adjust and be creative in the face of economic challenges."

– Dr. Lorie Roy –

Forward to 'The Frugal Librarian'

Professional Development:

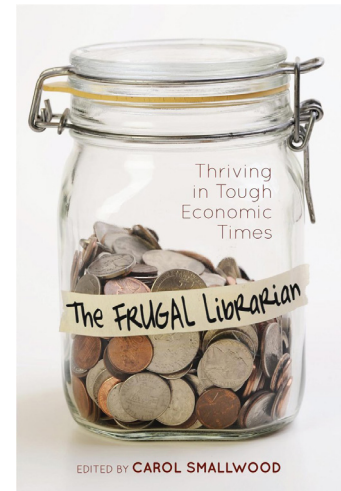
From our Professional Development collection available at Shortgrass:

The Frugal Librarian:

Thriving in Tough Economic Times

by Carol Smallwood

Filled with firsthand recommendations from different library staff on how to thrive through tough economic times, this book is jam-packed with ideas including: grant writing tools and ideas to promote the library through the economic downturn.



Place a hold today!

Item ID: 35021011040941

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Online webinar resource:

Winning Library Grants

An archived presentation



Wondering how to get started writing grants for your library? Grants can support the changing needs in your community while your library budget is flat or shrinking. This grant webinar is easy to understand, motivating, fun, and full of valuable tips.

Access here: <http://bit.ly/2fw2cyq>

News from Member Libraries

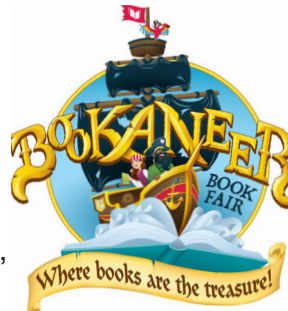
The Scholastic Book Fair

By Vanessa Plett
Rosemary Community Library

The Scholastic Book Fair is an important fundraiser for our library. I run it once in the fall and again in the spring. This fall's book fair theme, "Bookaneer: Where books are the treasure!" was a great theme.

We raised over \$1000 worth of books for the library this October. With these funds, I picked approximately \$550 of books directly from the fair and have about \$450 to spend on a new order. For new orders, I usually top up the available series and select the up and coming books from the catalog.

We usually set a goal of trying to sell one book per student in our school. This year there are 208 students. It was very exciting for our students to know 220 books were sold!



Christmas Display Success

Rolling Hills Public Library



Staff favourites lined the shelves for photos and within a matter of hours, they were all signed out! What success!

Book Tree

Bassano Municipal Library

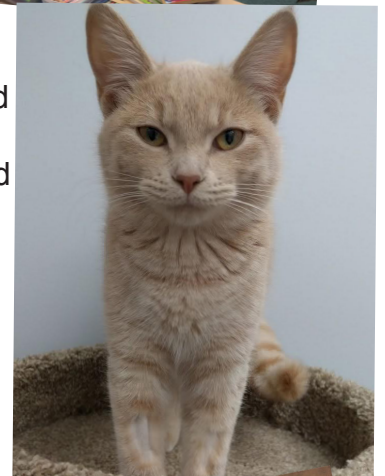
250 books leftover from the booksale were put together to create this beautiful Book Tree!



Cat Café Mania

Medicine Hat Public Library

On October 15th, 461 cat enthusiasts came to see, play and cozy up with kittens and cats from the Alberta Pound and Rescue Centre (APARC) of Medicine Hat. The program, originally scheduled for 3 hours, was a huge success and cat-apulted into a 5 hour affair, with 7 felines finding homes! Shortgrass CEO, Petra, adopted a beautiful cat (pictured right) formerly known as Hermione. She now goes by the name Frau Schlüter and keeps everyone in Petra's house on their toes. While groups of 10-15 people were led through two rooms full of kitties, waiting guests were provided refreshments and entertained by movies in the theatre, books and colouring activities.



Pumpkin Auction

Foremost Municipal Library



The Pumpkin Auction is an important community event and fundraiser for the Foremost Library. Hundreds of bids were placed on items, including household goods and various harvested items donated by community members. The top bid, a picture drawn by a local artist, went for \$610! In total, \$1,900 gross was raised during the event. Members of the library board, who gathered and sorted donations, as well as set up and took down the event, felt it was a great turnout. Fantastic news!



Photographs courtesy of Kim Wright

Magical Connections

Susan Andersen Public Library

It has been a busy fall and winter at Susan Andersen Library.

In October, Emily Rae held a successful Halloween

Crafternoon teen program, making wands with eight teens! As the cold set in, a collection began for the 'Mitten



Tree.' As part of The Joy of Giving Donation hamper, these items will be distributed to community members in need. What a great community service!



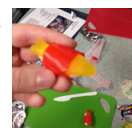
Out of Print™ Fundraiser

Redcliff Public Library

Friends of the Redcliff Public Library Society raised a total of \$280 (USD) at the 'Out of Print™' Fundraiser held between October 23th and November 19th. The campaign was set up within a matter of hours and the wrap-up to the campaign was quick, as well. Within three days, the library was notified of the total amount raised and received notification that their cheque had been processed for delivery! Congratulations!

Sushi Creations

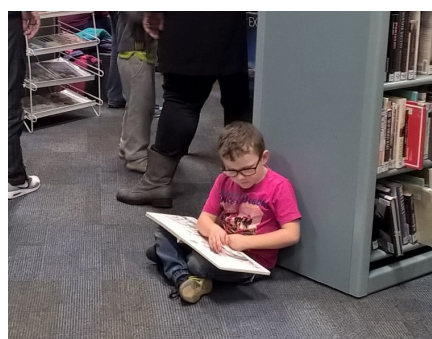
Graham Community Library



Over 20 attendees took part in one of the more successful teen programs in mid-November, making Candy Sushi at Graham Community Library! Awesome creations!



Meanwhile, while at least 20 kids were busily creating candy treats, this little guy was captured engrossed in his book.



OUT OF PRINT

Supports our Friends of the Redcliff Library Society!
30% of the proceeds goes back to the Library.

Use code for free shipping and support a great cause!

Valid October 23 through November 19, 2016

Discount Code:
redcliff



Enter shipping address before applying code at checkout

www.outofprintclothing.com

Every product purchased donates one book to a community in need.

CloudBurst

By Aaron Dalla-Longa

Hello everyone and welcome to CloudBurst!

This month marks the rollout of a new eResource, Chilton Library! This resource is a convenient collection of vehicle maintenance and wiring documentation for all the Do-It-Yourselfers out there.

You can check out this new resource at: shortgrass.ca/chilton-library



With more older cars on the road, patrons need access to authoritative (money-saving!) auto repair guides. Now you can provide access to Chilton's car manuals, a trusted reference for more than 100 years, from any computer with an internet connection.

A powerful engine

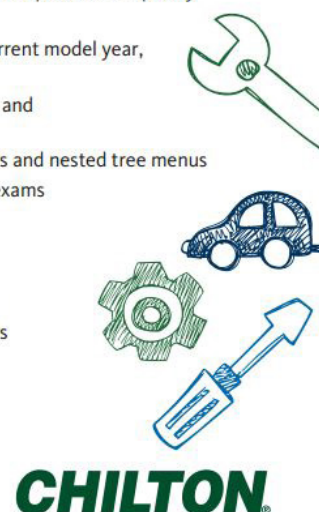
ChiltonLibrary's dynamic search engine helps users find specific procedures quickly and offers other benefits:

- Domestic and import vehicle information through the current model year, updated continuously
- Individual tabs for repair, maintenance, labor estimating, and bulletin/recall information
- Powerful search functionality, including keyword searches and nested tree menus
- ASE test prep quizzes for the most popular certification exams

Desirable standard equipment

ChiltonLibrary serves up highly usable repair tools:

- Step-by-step instructions that provide a one-stop source
- Videos and animations that show how to complete repairs
- Close-up photos and images to enhance understanding
- Wiring and vacuum diagrams
- Troubleshooting and diagnostic information
- Maintenance and specification tables



Programming Kits

Available to try out!



Shortgrass staff have been using break times to play 'Catan,' one of the Strategy games in the 'Strategy Programming Kit.'

Uncertain of what the activities in the programming kits entail or whether they'd work for your library? Give them a test run! The kits are great for staff professional development days or library socials too!

Need a easy program?

Borrow our storyjars! Have your community members guess the story from the cut up strips of well-known stories! Contact Rei for more information.



Featured eResource

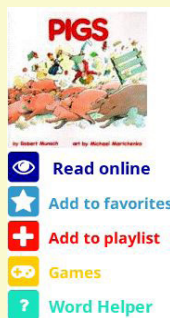
Access fun, interactive reading and learning through Tumblebooks



Storybooks, eBooks, games and learning tools for young children are offered via this Online Resource.

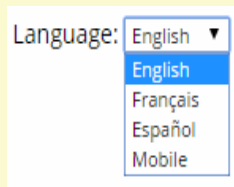
What you'll find:

- Animated favorite StoryBooks
- Read-alongs to chapter books
- National Geographic Videos
- World language books
- Literacy building activities
- TumbleTunes sing-alongs



Benefits:

- Unlimited access
- TumbleBooks en Español and en Français
- No late fees
- Create a playlist on My Cloud
- FOR TEACHERS: Unit Plans



How to use:

- From the Shortgrass homepage, select Resources and click Online Resources.
- Click on 'For Kids'
- Login with your library card or access directly from the "click here to access" button.
- Start Reading!



Shortgrass Outreach Vehicle Update!

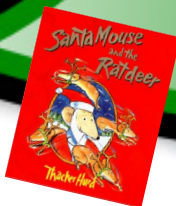
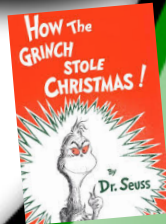
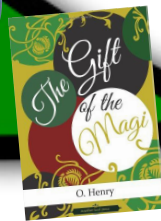
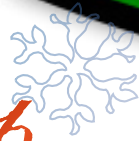
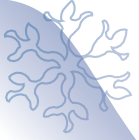
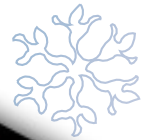
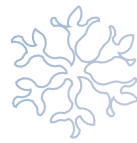
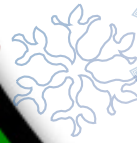
We are excited about the cute new Shortgrass reading antelope wrapping on the Kia designed by Flag Five designers!



BOARD LEADERSHIP SOUTHEAST ALBERTA

TRAINING EVENT FOR BOARD MEMBERS
SATURDAY, MARCH 4, 2017 / 8 AM – 3 PM
WWW.BOARDLEADERSHIPSOUTH.COM

\$75
+ GST



A collage of holiday-themed items. The central element is the text "Happy Holidays!" written in a large, flowing, orange-red script. To the left of the text is a light blue, stylized snowflake. Above the text is a red DVD cover for "Santa Mouse and the Ratdeer" featuring a cartoon mouse dressed as Santa. To the right is another DVD cover for "Merry Christmas Mr. Bean" showing Mr. Bean in a Santa hat. The background is white with a large green arrow pointing right and a circular inset showing a group of people. In the bottom left corner, the text "clippings//14" is visible.



Shortgrass Library System 2017 MEETINGS/EVENTS

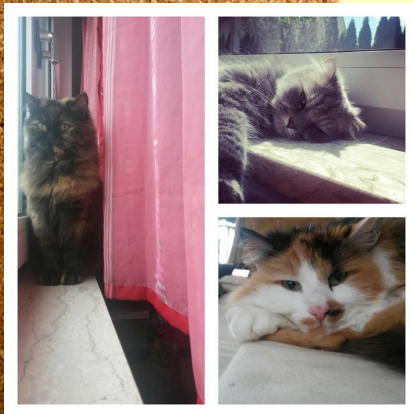
Date	Meeting
January 3	1 st day SLS office open in 2017
January 16	Library Managers Meeting 10am to 3pm
January 18	SLS Board Meeting
February 13	Family Day – SLS Office Closed
February 15	SLS Board Meeting
March 2 - 4	Southern Alberta Library Conference (Lethbridge)
March 13	Library Managers Meeting 10am to 3pm
March 15	SLS Board Meeting
April 14	Good Friday – SLS Office Closed
April 17	Easter Monday – SLS Office Closed
April 19	SLS Board Meeting
May 15	Library Managers Meeting 10am – 3pm
May 17	SLS Board Meeting
May 22	Victoria Day - SLS Office Closed
June 21	Board Meeting plus Joint Meeting of Lib Board Chairs & Library Managers
July 1	Canada Day – SLS Office Closed
August 7	Heritage Day - SLS Office Closed
August 23	SLS Board Meeting
September 18	Library Manager Meeting 10am to 3pm (location TBD)
September 20	SLS Board Meeting (location TBD)
October 9	Thanksgiving – SLS Office Closed
October 18	SLS Board Meeting
November 13	In lieu of Remembrance Day – SLS Office Closed
November 15	SLS Board meeting
November T.B.D.	Library Manager Meeting 10 am to 3 pm
November 24	Order cutoff date
December 6	Christmas Dinner & Social (Medicine Hat Golf and Country Club – 6:00 pm Social; 6:30 pm Dinner) – no board mtg this month

Last Updated: Nov 17, 2016 pm

Animal Alley!



Meet: Bravo
He belongs to
Shelley Ross,
Chief Librarian
at MHPL



Meet: Luzy (far
left), Filou (upper
right) and Cindy
(bottom right). The
trio belong
to Luisa
Konstanzer,
Exchange
Student
Librarian
at SLS

Shortgrass Christmas Tree



December 2016

December 7: Christmas Dinner & Social

December 26-27: Christmas - SLS office
closed, no deliveries

December 28: Deliveries resume,
missed deliveries made up

January 2017 - Happy New Year!

January 3: SLS office opens in 2017
deliveries resume,
missed deliveries made up

January 16: Library Managers Meeting

January 18: SLS Board Meeting

February

February 13: Family Day -
SLS Office Closed

February 14: Deliveries resume,
missed deliveries made up

February 15: SLS Board Meeting

March

March 2-4: Southern Alberta Library
Conference in Lethbridge

March 13: Library Manager's Meeting

March 15: SLS Board Meeting



Looking for feedback:

If you have suggestions, photos or stories that you'd like to
share and/or ideas for a future issue, please contact Rei -

Client Services Librarian at: rei@shortgrass.ca

NEXT EDITION OF SHORTGRASS CLIPPINGS: MARCH 2017