Today’s Presenter

John Klima
Assistant Director, Waukesha Public Library (WI), author, editor, and LITA Blogger
MANAGING LIBRARY TECHNOLOGY: KEEPING ALL THE BALLS IN THE AIR
BY JOHN KLIMA
ABOUT ME:
WAUKESHA PUBLIC LIBRARY
I WEAR TOO MANY HATS

• Assistant Director
• Waukesha Reads (Community Read)
• Southeast Wisconsin Festival of Books
• Greater Waukesha Literacy board
• 2017 WiLS World Planning Committee
• LITA blog
• How about you?
TOOLS FOR COMMUNICATION
OUTLOOK/EMAIL
OUTLOOK/EMAIL

Just a reminder... please fill out your United Way Giving Campaign Forms. All employees that have their forms turned in by Friday, November 4 will be entered into a drawing for prizes. Prizes include Admiral tickets, movie tickets, passes to the Milwaukee Public Museum, passes to the Harley Davidson Museum and more!

A donation of any amount makes a difference in our community!

Rebecca VanRegenmorter
Assistant to the Mayor and City Administrator
City of Waukesha

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Twitter: @CityofWaukesha
Facebook: The City of Waukesha
Instagram: cityofwaukesha
**Hot Spots**

Posted on October 12, 2016 by Shari

Please make sure you place a new (blank) Hot Spot sheet in the case when checking one in.

Posted in: Uncategorized | Tagged: Hot Spot | Leave a comment

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**Dinner and a Movie Almost Filled**

Posted on October 11, 2016 by Tharese

Please do not take any new reservations for Dinner and a Movie. Instead refer them to Joan so that she can confirm that there is space. If someone has already made reservations and is just paying, accept the payment. If it is a check, do not stamp the back. Joan will take care of that. Again, please note on payment for existing reservations that it is for Dinner and a Movie.

Posted in: Uncategorized | Leave a comment
Reference Blog

Printer Coin Tower
Posted on October 14, 2010 by Amy

We recently had an issue with the public printer coin tower running out of quarters and not giving change. This particular issue doesn’t happen often, and the coin tower doesn’t auto-adjust to give 50 cents in dimes rather than quarters, etc. Per Erin, if you hear a lot of change coming out of it, like when a large bill is used to pay for something small, just let her, John, or Cindy B. know. This will give them a heads up that a lot of change has gone out all at once, and may need replenishing. I know we are not always around to hear it, so it’s not something that needs to be policed. It is especially important to note if this happens before on a Friday so that it can be filled before the weekend.

Posted in Uncategorized | Leave a comment

Page/Shelver Positions
Posted on October 11, 2010 by Amy

Several Page/Shelver positions opened today. Applications are at the Ref desk under the...
Teen Zone shelving
Posted on September 14, 2016 by Carolyn

The new shelving for the Teen Zone is scheduled to be installed on September 26th.

Post in Uncategorized | Leave a comment

YA Paperback Spinners
Posted on May 5, 2016 by Pam

New shelving will be ordered for the Teen Zone, and in a few months the YA paperback spinners will be removed. Ultimately the books on the paperback spinners will need to be reclassified and relabeled.

Starting now, we will no longer add books to the YA paperback spinners. When new spinner-sized paperbacks are purchased for the Teen Zone, they should be added to the collection in the same way that paperbacks are added to Fiction, Mysteries, Science Fiction, and Nonfiction. The call number will no longer be in this format: PB YOUNG ADULT BLUME, but will follow the format other first floor collections: YOUNG ADULT BLUME
Kids Blog

Magazines
Posted on October 11, 2016 by Kerry

We recently added Kids, Code & Computer Science magazine to our collection. As we move toward S.T.E.A.M. programs at our Library, you might want to take a look at some of the inspiring articles in this magazine.

We are no longer able to subscribe to Sofia the First. Back issues have been removed.

Reference Survey This Week
Posted on October 10, 2016 by Jason

Starting today, Monday, October 10th and running through Sunday, October 16th we are doing a Reference Survey. Please remember to tally all the the questions you get this week. Also keep in mind that the “Reference Transactions Redirected” category refers not transferring a call or suggesting another resource, but to taking the question, contacting another source on the patron's behalf, and then contacting the patron with the answer to their question.
MEMOS/WHITEBOARDS/MEETINGS
Mobile Beacon Hotspots
   Activate 10 → call the
      TechSoup → order 1 and 5?
LEAP → transition from Polaris
Deep Freeze update
   Test Cloud Connector
UPS for HVAC computer?
   → others?

Office 2016
   Skype for Business
   Windows 10

Programming
   Coding → DPI Sept 2016
   Gaming
   Writing

Children's Maker Lab

Microfilm replacements
   Shaded in house, do by 3rd?
SHARP replacements
iPad update document
Adult Landing Page

RFID
   AMH ← Polaris
   # Sorting
TOOLS FOR COLLABORATION
TRELLO
DROPBOX
# SE WI Festival of Books

- **23 members**

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GOOGLE DRIVE
TOOLS FOR TASK MANAGEMENT
FEEDLY/EVERNOTE
Baker & Taylor Signs Publishers to New Service

Information Today News Breaks 1h // keep unread // hide // preview

Baker & Taylor, a leading distributor of books and media, launched in August 2016, signed its first group of publishers to its new service. The publishers will distribute titles from four new companies.

Thomson Reuters Labs Opens New Location in Cape Town
Thomson Reuters set up a new innovation lab in

RedLink Network Helps Provide Seamless Access to Content
Academic libraries want to ensure that students,
Confronting the Myths of Coding and Librarianship

http://ift.tt/2dE7fHg

This semester I enrolled in LIS452, "Foundations of Information Processing." I am learning Python. I am learning how to code! This was not a skill I expected to pick up in library school. Nor was it something I thought I would enjoy, given my background in humanities. However, this class has quickly become a cherished favorite. Learning Python as an aspiring librarian challenges my assumptions about what it takes to code and what it means to be a librarian. Before I was able to get to this point, I confronted several myths about coding. Library school was the right place for me to banish the following assumptions:

Coding is a boy's game

Coding is hard.

Coding and librarianship don't mix.

Myth #1: Coding and librarianship don't mix.

Before registering for LIS452, I had a difficult time justifying my choice. There are only so many classes I can take out of the dozens offered each semester and my comfort zone has always been in the humanities (more on that later). At face value, coding seems like it has nothing to do with librarianship. And yet, programming courses taught by LIS faculty at the LIS school (i.e. not outsourced to computer science departments) were prominently featured throughout the year.
HABITICA
TOOL ROUND UP
WHAT DO YOU USE?

- Microsoft Outlook
- Trello
- Google Drive
- Dropbox
- WordPress
- Evernote
- habitica
- Slack
- IFTTT
- Gmail
- Facebook
- Twitter
- Todoist
- Other
TIME MANAGEMENT
DAILY

- Email*
- Phone calls
- Staff check in
- Building sweep (at least twice)
WEEKLY

• Updates from team members
• Monday morning meeting with City IT
• Department Head meeting (Wednesday)
• Friday afternoon review notes/files
MONTHLY

- Monthly report for Library Board
  - Review calendar
  - Review sent email
  - Look ahead into next month
- Update whiteboards
MONTHLY

• Monthly report for Library Board
  • Review calendar
  • Review sent email
  • Look ahead into next month
• Update whiteboards
QUARTERLY

• Project assessment
• Review success/failure with impacted staff
• Look ahead to future projects
• Technology Committee
 BI-ANNUAL/ANNUAL

- Review major and ongoing projects with IT staff
  - Software upgrades
  - Replacement schedule
  - Conference attendance
FINAL THOUGHTS
DEADLINES

WARNING: DUE DATES ARE CLOSER THAN THEY APPEAR

https://www.pinterest.com/pin/28640147604773066/
MEETINGS

Image from The Looney Tunes Show S02E12 “Dear John”
MANAGING

GETTING BUY IN

http://www.thebluediamondgallery.com/scrabble/s/support.html
ANY QUESTIONS?

jklima@waukesha.lib.wi.us