Toward Tech Savvy Trustees

WebJunction Webinar
January 26, 2017

Bonnie McKewon
State Library of Iowa, Northwest District
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Wait, What? Tech Savvy Who?
“I’ve come up with a set of rules that describe our reactions to technology:
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2) Anything that’s invented when you’re between 15-35 yrs old is new and exciting and revolutionary—and you can probably get a career in it

3) Anything invented after you’re 35 yrs old is against the natural order of things”
Should libraries offer programs to teach people, including kids and senior citizens, **how to use digital tools** such as computers, smartphones and apps?

% of those ages 16+

- **80**% should definitely do
- **16**% should maybe do
- **4**% should definitely not do
How Are Your Trustees Responding to Your State’s Board Education Standards?

#8 [Tier 1]
All members of the library board of trustees participate in continuing education each year—Changed Tier Level

Sharper Tools in Your Trustees’ Toolbox
• Green Your Board Meetings
• Green Your Board Meetings

• Include Demos @ Board Meetings
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• Share News, Articles, and Websites @ Board Meetings
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• Bring Presentations to Board Meetings
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• Bring Presentations to Board Meetings

• Use Tech to Inspire Tech … And Lighten Up 😊
Green Your Board Meetings
Board Minutes

- 2016 Library Board Minutes
- 2015 Library Board Minutes
- 2014 Library Board Minutes
- 2013 Library Board Minutes

http://www.minotlibrary.org/board-minutes/
Library Board of Trustees

Board Information
The Library Board of Trustees is comprised of nine citizens, each serving a six-year term, overseeing the operations of the City's public library.

The Board authorizes the selection and purchase of all books, magazines, periodicals and other materials for the library; establishes policy for library usage; and exclusively controls the expenditure of all funds allocated for library purposes by the City Council.

Meetings
The Library Board of Trustees meets the first Wednesday of each month at 4:00 pm at the Cedar Falls Public Library, 524 Main Street, Cedar Falls Iowa 50613.

Agendas
This section contains the agendas for the Library Board of Trustees of Cedar Falls. Please refer to the links below for the agendas contained in this section.

Minutes
This section contains the minutes for the Library Board of Trustees of Cedar Falls. Please refer to the links below for the minutes contained in this section.
North Liberty forges a paperless future with iPads

Admin
Sep 6, 2011 at 10:20 am | Print View

The City of North Liberty recently discarded paper agenda packets for council and commissions in exchange for iPads. Staff estimates the savings in time, ink, paper and other resources to be over $10,000 per year. Plus, North Liberty is one of the first municipalities in Iowa to make such a transition.

Cheryle Caplinger, Director of Telecommunications, says, “When we decided to distribute the information digitally, we contacted many Iowa governments for guidance. Some noted they were investigating similar technology, but none had taken the plunge. So, it looks like we are the groundbreakers.” Caplinger continues, “We considered laptops, e-readers and iPads, while also taking into account usability, flexibility, mobility and, of course, cost. We knew the chosen system would not be used for archiving, but we required write-on capability. We also wanted to sync them with ease, keep software expenses low and access Internet, email and other applications without difficulty. iPads became the obvious choice.”

With the relocation of North Liberty Council Chambers, councilors were issued iPads to use before, during and after meetings, while commissioners only use them when they are in session. Paper is limited to agendas, scratch paper and an occasional easel presentation. City Administrator, Ryan Heiar says, “We are helping the community by saving natural resources. Plus, we are on the forefront of using an ever-popular technology. We are proud to be one of the first and we would gladly share our ideas with interested cities.”

Mayor Tom Salm adds, “The training was easy and, let me tell you, these things are slick. The
Applications for Joining the Library Board

Hopefully you saw the fantastic *Gretna Breeze* article about our Library Board seeking more members. If you missed it, then stop by the Main Library to read our copy.

If the article made you realize that you’d be perfect for our Board, then get your application here!

If you’re unable to print out a copy, then please stop by either library location and we’ll happily print you one for free. We’ll also answer any questions or concerns that you may have. After you fill out the application, then take it to City Hall. That’s it!

We look forward to seeing what you can do to help our great library become even greater!
BOARDS, COMMISSIONS AND COMMITTEES

Sioux City is a community rich in diversity which strives to achieve geographic, gender and racial balance on each board, commission and committee. In addition, effective January 1, 2012, Section 69.16A of the Iowa Code now requires gender balance on those City Boards and Commissions required or governed by state law unless the City has made a good faith effort for a period of three months to appoint a qualified person. This affects and includes the Civil Service Commission, Human Rights Commission, Library Board of Trustees, and Planning and Zoning Commission.

When appointed, new members are provided with the Standard Operating Procedure Policy for Boards, Commissions and Committees; the policy includes information on Standard Operating Procedures, Open Meetings Law and Public Records Law, and Disclosure of Interest information. Please click here to read the policy.

Current members are provided materials to read in preparation for each meeting. They must be willing to receive citizen input where appropriate and are often required to make important decisions regarding the City’s current and future operations. Members are required to attend at least three-fourths of the monthly meetings in order to retain their appointment. This brochure specifies the other requirements necessary for each board, commission or committee.

Members are encouraged to help recruit others to apply for vacancies. Applications are available on the City’s website and in the City Clerk’s Office during business hours.
Library Board

**Powers and Duties:** Establishes policies and oversees the operations of the E.D. Locke Public Library.

**Reference:** Village of McFarland Code of Ordinances, Chap. 2, Art. IV, Div. 8, Sec. 2-295 - 299

**Composition/Terms:** (7 members) – Not more than 1 Village Trustee (1 year terms) 6 citizen members (3 year terms) Not more than 2 members may be residents of towns adjacent to the Village, Superintendent or Representative of the McFarland School District

**Meeting Date:** 1st Monday, 5:15 p.m., at the E.D. Locke Public Library

**Members**
- Peter Sobol, President
- Sharon Payne, Vice President
- Mary Pat Lytle, Village Trustee
- Kenneth Machtan, Citizen Member
- Evan Richards, Citizen Member
- Karin Mandli, School Liaison, Secretary/Treasurer
- Scott Gletty-Syoen, Citizen Member

**Staff**
- Heidi Cox, Library Director

Meeting Agendas & Minutes
Library Board Bylaws
Library_Trustee_Application_Form.pdf Application for citizens who would like to considered for a trustee position.
Library Board Chair's Message

Don’t let anyone tell you that libraries are no longer important. Our library is busier than ever. Things have changed, and continue to change, but public libraries are adapting to the new ways that people get information and entertainment. Here are just a few of the many new things that your library is doing:

- Gathering information in easier-to-use ways—try our Health and Wellness webpage, for example
- Becoming your go-to place for what to read next—go to our Readers’ Page for ideas, tips and titles
- Providing new formats for reading and listening—check out books, audio books and even some videos, and get three free music downloads per week on Freegal through our Downloadable Resources page
- Communicating with our customers in new ways—subscribe to our Library or NextReads newsletters, check us out on Facebook, or follow us on Twitter
- Showing you our online resources and other online services via iPads in our libraries and at community events
- Providing digitization stations so that you can digitize photos, tapes and videos from your own collection
- Training more and more customers in how to use the technology available—from downloading e-books to creating web pages, the Computer Training Bridge covers it all

As you can see, it’s an exciting time in libraries. We invite you to come by any of our locations and a librarian will help you take full advantage of all that we have. You can also explore many of our offerings from the comfort of your own home by going to our website. In addition, we’re looking to the future by preparing for a new Central Library, coming soon, and a brand new Integrated Library System which will allow our customers to borrow materials from a larger number of systems in the State.

On behalf of the entire Board of Trustees, I invite you to “Find Yourself at the Library” today!

Sincerely,
Donna L. Staley Chair

Provide Demos @ Board Meetings
“Americans fall along a spectrum of preparedness when it comes to using tech tools to pursue learning online, and many are not eager or ready to take the plunge…”

Digital Readiness Gaps
Pew Internet Research Research September, 2016
http://www.pewinternet.org/2016/09/20/digital-readiness-gaps/
Demonstrations Galore

zinio - The world's largest newsstand is now on your library's website!

TumbleBook Library

LearningExpress Library - Achieve your educational and career goals. Choose a center and get started!

explora - An EBSCO Experience
Explora Public Libraries is an easy-to-use search interface that searches thirteen of the most widely used Ebsco databases. It also features browsable categories such as biography, current events, and more.

Gale Database is comprised of several products, covering a wide variety of subject areas in magazines and periodicals, virtual reference and many other research tools.

ND Driving Tests contains DMV practice tests for cars, motorcycles, and CDL license and online driving manuals.

Novelist is a great resource for finding information about fictional books, series, read-a-likes, discussion guides, reviews, and more.

Points of View Reference Center presents the pros and cons of current issues.

Pronunciator allows you to learn any language, in virtually any other language, plus, it has ESL for speakers of 50 non-English languages.

ProQuest consists of many U.S. and world newspaper articles.

Rocket Languages is a free online language learning program that features 14 language courses including American Sign Language, ESL for Spanish and Japanese.
Ready-made Videos and Visuals for Educators

85 Explainer Videos for Teaching
Use our library of amazingly effective videos to educate others quickly - in classrooms or on the web.

2,462 Cut-outs
Our huge library of Cut-outs means you don’t have to create presentation visuals from scratch.

GET STARTED

Start using our ready-made videos and Cut-outs instantly.
Share Library-Related Articles and Websites @ Board Meetings
From Pew Internet Research
http://www.pewinternet.org/

- Book Reading == October 2016
- Digital Readiness Gaps == September 2016
- Libraries and Learning == April 2016
More Demos …

• Your Own Library Website
• Your State Library Website
• Your State Association Website
• ALA / PLA / United For Libraries Website

WebJunction Website 😊
Arrange For In-House Board Education Programs
Your Own State Library and/or Regional System Staff
inspire (in-spîr’), v. to have an animating effect upon one’s mind or emotions; to stimulate to some creative or effective effort; to elicit or create.
What I hear, I forget
What I see, I remember
What I do, I understand

Confucius
And Lighten Up 😊
### Tech Savvy Bingo

<table>
<thead>
<tr>
<th>I have a Kindle</th>
<th>My library has used Skype</th>
<th>Library has a Facebook page</th>
<th>Have used WebJunction resources</th>
<th>I use cloud storage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have used Doodle Polls</td>
<td>Have watched a webinar in the past year</td>
<td>I have an iPad</td>
<td>Library has laptops for staff use</td>
<td>I access email through webmail</td>
</tr>
<tr>
<td>Have used FaceTime</td>
<td>Have used Survey Monkey</td>
<td><strong>FREE TRUSTEE</strong></td>
<td>Board docs are posted to library website</td>
<td>Have used Symbaloo</td>
</tr>
<tr>
<td>Library uses Instagram</td>
<td>I use SnapChat</td>
<td>I read library-related news online</td>
<td>My library provides eBook service</td>
<td>Library has Pinterest pages</td>
</tr>
<tr>
<td>I use photo sharing sources</td>
<td>I have a Smart Phone</td>
<td>Library provides tablets for patron use</td>
<td>Library uses Twitter</td>
<td>Have read an eBook in the last month</td>
</tr>
</tbody>
</table>
Play Jeopardy…What Is??
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- Streaming music service
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- Popular language-learning software… discover over 70 languages
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- Streaming music service
- A collection of animated, talking picture books for kids
- Popular language-learning software…discover over 70 languages
- Digital magazines from the world’s largest news stand
Inspired By Hollywood Game Night: The LOGO Game
What Is Your "Tech-Savvy Trustee" Pledge
Annotation Tools

The tool buttons will open in a row on the left side of your screen, once you **click on the marker**.

**Check mark**

- Click on square, half-way down.
- Use the drop-down menu and choose the check mark.
- Click on slide to indicate choice.
Which of these approaches will you prioritize in support of tech-savvy trustees?

- Green Your Board Meetings
- Include Demos @ Board Meetings
- Share News, Articles, and Websites @ Board Meetings
- Bring Presentations to Board Meetings
- Use Tech to Inspire Tech … And Lighten Up 😊
• Common Craft https://www.commoncraft.com/

• Libraries Transform http://www.ilovelibraries.org/librariestransform/

• Pew Internet Research http://www.pewresearch.org/

• Project Outcome https://www.projectoutcome.org/

• Techopedia https://www.techopedia.com/
Toward Tech Savvy Trustees

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State Library of Iowa, Northwest District
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Thank You !!