



Month/Year : July-September 2016
Bureau : **Technical Services**
Submitted by : Bradley Carrington

Staff development and news:

- working with NMSU and UNM on cataloging for the shared GPO Regional Collection; collection will be shared both retrospectively and prospectively; cataloging will include indications regarding each partner's permanent retention commitments
- Brad is a member of NMLA's annual conference program committee

Accomplishments:

Polaris / CONTENTdm / Koha / Resource sharing

- Helping at the West Bookmobile! We are converting records to Koha (fast bibs plus items)
 - this quarter 27 people-days in Los Lunas
 - converted 782 bib records and 991 item records
- Because we cancelled MARCIVE services we redesigned workflow for cataloging and processing federal documents. The workflow is based on copy cataloging and seems to be more efficient and quicker than staging and sorting and waiting for MARCIVE records and labels.
- Published our NM docs classification schedule: <http://www.nmstatelibrary.org/docs/TSB/nmdocs.pdf>
- Guidelines officially enacted:
 - 17 (Subject cataloging) and
 - 18 (Authority Control)
 - <http://www.nmstatelibrary.org/services-for-nm-libraries/programs-services/technical-services>
 - We're finished. Bureau manual done!!
- reloading the *El Palacio* archive: as of September TSB has reloaded vols. 1-60 (1913-1953)
 - 702 issues; 17,706 pages; 11.04 GB of CONTENTdm storage

Statistics:

- new bibliographic records: (includes phone book project, West Bookmobile recon, WIPP project, NHCC) 3517
- new item records: (includes phone book project, West Bookmobile recon, WIPP project, NHCC) 4542
- new serial issues: 1231

OCLC

- new records contributed to WorldCat: 29
- WorldCat master records enriched/expert-replaced/minimal-upgraded: 239

State documents

- tangible items shipped: copies of 48 items shipped to as many as 21 repositories
- files added to CONTENTdm: 14,393 (includes reload of El Palacio as compound objects)

Federal documents shipped to us: 723

Heinrich

^{Lori} present at Natl Mtg - careful handling
digitizing

Library Commission Meeting - November 3, 2016

Cultural patrimony

Public Services Report

- Federal Depository Shared Regional - The final agreement between NMSU, UNM and NMSL was signed and became effective August 26. The implementation team composed of staff from all three institutions met September 29 at UNM and drafted an implementation plan. There is a bit more official paperwork to be completed (Shared Housing Agreements). The work with the actual collections has begun. The item selection profiles for future Federal materials were completed by October 1. We are now engaged in implementation plan testing at each institution - shelf inventories of current holdings, planning for the movement of needed materials between institutions, and offering of items not needed for the regional collection. We are also developing a LibGuide for public services staff so that the public can be directed to the correct regional institution for their inquiry.

disintegrated

Can't find NARA copy

NMSL ok she thinks

microfiche deterioration

- Lori attended the Federal Depository Library Council meeting in October.

asking for specifics to study watch

LC copies silver they have some pubo only files

- The New Mexico selection for the National Book Festival was a children's book, *Go West!* by Joel Nakamura. The National Book Festival was September 24. Deanne Dekle, our Youth Services Librarian attended this year. Our booth was well received. Copies of the book have been purchased for all public libraries in New Mexico and Mr. Nakamura will be giving readings around the state at the public libraries.

↓
SF Lib Olio
Scanning all fiche

- The revision of the State Library patron conduct NMAC rule is progressing. The rule revision comment period took place in September and the public hearing was held October 3. The new rule will go into effect on January 1, 2017. The current rule went into effect in 2000 and is no longer adequate for the type of patrons and situations that staff handle daily.

- Recruitment for one of the SW Librarian vacancies may begin in the spring. Currently the SW Room is open two afternoon per week with the Bureau Chief and the Reference Services Manager staffing the room. In January, we will revisit the impact of continuing to cover this service area with 3 senior librarian positions vacant. With a SW Librarian, the hours for this important collection service area will expand to 5 afternoons per week. When we are able to hire for the second vacant SW Librarian position, the hours will return to 5 days per week.

- The 2017 Letters About Literature contest has begun. The deadlines for letters are in December and January. New Mexico state judging will take place in March.

- History Day???

Rural Services is providing services out of all three bookmobiles as of October 17th (East's first week out since last December 2015?); NE began providing services again in late July utilizing the spare bookmobile from West; West has been continuous service with one less stop per month on a rotating basis (now fully staffed will do all stops);

Three new rural services staff are learning to enter Koha, drive the bookmobile, and provide library services;

West Bookmobile and Books by Mail will make presentations at the NMLA Conference in November

NMSL is required by our Institute of Museum and Library Services Grant that New Mexico receives to complete a Five Year Evaluation of our approved Five Year Plan. NMSL has selected QualityMetrics LLC to complete the Library Services Technology Act's, 5 Year Evaluation for 2013-2017. We have collected all surveys, statistics and reportings to give to the evaluator once the Share system paperwork is in place for them to begin.

We have closed out 2015 LSTA Grant as of September 30, 2016.

We began using 2016 LSTA Grant funds as of October 1, 2016.

We are attempting to bring Line II Managers to equal pay via an in-pay band salary adjustment.

We will begin our State Program Reports in November for all projects that use LSTA Grant funds as they are due to IMLS by December 30, 2016.

October 2016

- Book circulation activity remains robust—state fiscal year 2016 saw total circulation of over 132,000, when counting download circulation, which comprises about one-third of total.

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- LBPH has uploaded a total of 27 local recordings to the national BARD database, 23 since January 2016.



- LBPH anticipates soon filling a half-time professional vacancy that has been vacant since June.

- LBPH continues planning towards hosting a Western/Southern Conference of regional librarians in May 2017.

**Development Bureau Report, New Mexico State Library
For Secretary Gonzalez's Listening Tour
October 20, 2016**

**Tribal Libraries Program Coordinator, Alana McGrattan
Highlighted Accomplishments –**

(1) Presenter [today] at the Governors' Community Institute on Education / Leadership Institute at Santa Fe Indian School. Topic – "Building the infrastructure for school and community based programming, Redefining the place of tribal libraries in our communities"

(2) Presenter at Association of Tribal Libraries, Museums and Archives Annual Conference Oct. 2016 with Marla Redcorn-Miller, Deputy Director of Museum on Indian Arts and Culture: Topics – "Culturally Responsive Summer Reading Programs: A Model of Museum and Library Collaboration"

(3) Instrumental role in establishing first recognized public library (Torreon) on the Eastern Navajo Reservation in NM

- Revised FY17 Tribal Libraries Program grant program to be in compliance with 4.5.2 NMAC; grant agreements received; funds will be distributed in October
- Collaboration with MIAC on summer reading, 2016 and 2017
- Collaboration on three grants for digital preservation and access
 - One is a grant for \$222,000 from Historypin for a project called "Our Story". Historypin received this funding from the Knight Foundation News Challenge on Libraries to gather, preserve, and measure the impact of public library-led history, storytelling, and local cultural heritage in rural US communities in partnership with rural libraries in New Mexico, Louisiana, and North Carolina.
- Collaboration on Erate fiber projects for Jemez/Zia and Santa Ana/San Felipe/Santo Domingo/Cochiti consortia
- Collaboration with Espcor and Explora on STEM presentations at Navajo Chapters
- Outreach from Crownpoint staff to Navajo chapters, providing summer reading, financial and computer literacy programs

State Data Coordinator, Carmelita Aragon

Highlighted Accomplishments –

(1) responsible for the Continuing Education Forum Conference, held in Santa Fe this summer, with 34 state libraries represented. Organized and oversaw all sessions and activities. [outside of assigned job responsibilities]

(2) Received the Public Libraries Survey IMLS Francis Keppel Award for FY15 and FY16

(3) Research Institute for Public Libraries Conference – three-day interactive, intensive workshop on Evaluation design and implementation, Data collection and use for strategic planning, Measures for reporting library impact

(4) Participating in the annual State Data Coordinators conference

- Reviewing data from the FY2016 annual report to submit to IMLS
- Determine eligible libraries for State Aid

abacus

- Preparing and organizing state grants in aid for eligible libraries
- Maintaining certification program
- Preparing documents for upcoming NMLA sessions
- Working on materials for distribution to libraries about the annual report
- Conducting site visits

**Youth Services & Outreach Consultant, Deanne Dekle
Highlighted Accomplishments –**

- (1) Receiving Innovator's Award from the Mountain Plains Library Association
 - (2) Nationally recognized Makerstate Initiative program
 - (3) Five program presentations at this year's NMLA conference
 - (4) Research Institute for Public Libraries Conference – three-day interactive, intensive workshop on Evaluation design and implementation, Data collection and use for strategic planning, Measures for reporting library impact
- Summer Reading program for libraries statewide 90,000+ kids and teens participated in 2017
 - STEM to Read programming and activity trunks available for libraries to check out, collaboration with New Mexico Library Foundation and Explora! Museum
 - Every Child Ready to Read early literacy workshops for librarians
 - Nationally recognized Makerstate Initiative which provides popup makerspaces at libraries statewide

IN FY2016, the goals for the Development Bureau were all met.

- National Continuing Education Forum, to be held in Santa Fe, planned by Development staff
- Participation in El Dia de los Libros activities
- Oversee spend down of 2012 GO Bonds and pass 2010 achievement of 97% (99.99% for public libraries, 99.98% for tribal public libraries)
- Increase the Bureau's Continuing Education offerings; each staff leads a CE training (we are currently doing three-four presentations per month)
- Investigate ways of providing Certification in a more efficient and meaningful way; an online, asynchronous method of providing the materials and testing is in process. All-day study sessions have been reinstated to provide staff-intensive training.
- Keep up NMLA presence – five programs are offered at the 2016 conference
- Assist in establishing a public library on the Navajo Reservation
- Revise the 4.5.2 NMAC for State Grants-in-Aid
- Begin work on revising the 4.5.8 NMAC for GO Bonds
- Establish the 4.5.9 NMAC for Special Grants to Public Libraries

Toureion
developing

Tribal Libraries Program

October 2016

Tribal Libraries Program

Indigenous Digital Archives grant with MIAC from IMLS and Kellogg to create a platform of digitized records from various sources on Native Americans and training for Tribal Librarians on using the platform

Historypin planning grant from IMLS partnering with 5 tribal libraries to explore using Historypin as a platform for sharing community information.

Historypin grant "Our Story" to develop resources for tribal communities to gather, preserve, and measure the impact of public library-led history, storytelling, and local cultural heritage in rural US communities in partnership with rural libraries in New Mexico, Louisiana, and North Carolina. Supervising an Americorps intern on both Historypin projects.

Pilot project with Verizon using WiFi hotspots in two tribal libraries.

Education conference co-sponsored by Santa Fe Indian School Leadership Institute and the 19 Pueblo Governors involving tribal libraries Oct. 20/21

Collaboration on two Erate applications from Zia/Jemez and Santa Ana/San Felipe/Cochiti/ Santo Domingo for fiber infrastructure.

Tribal Libraries Program grant agreements have been distributed