

CSI Skills Development Meeting
September 26, 2018
9:30 am – 10:30 am
Minutes

Present: Crystal Alcock - Kenora, Mary Deschatelets- Terrace Bay, Marjatta Asu - OLS – North

Absent: Nieves Guijarro – Burk's Falls Public Library, Helen McDonnell - Callander Public Library

1. New librarians

- Need to help ensure that new librarians are aware of important deadlines and grant opportunities.

2. PeerHQ

- Need to provide instruction for librarians on how to forward their gmail to a work account.

3. Board training

- FOPL sends out readings for board members along with a task to complete. Members discuss this at board meetings.

4. Public library board members and municipal council

- Municipal staff and council do not understand the role of library board members. Councils need to understand the role of the library board before appointing members. Outreach to AMO, NOMA, FONOM is needed to education councilors and municipal staff on the role of library board members and skills needed.
- Municipal Councillors' Handbook is too wordy and long; just need the essentials, and an FAQ for councilors.
- Councils get tired of hearing about funding concerns and need to be informed about public library outcomes.
- Send link to Municipal Councillors' Handbook to Crystal and Mary.

5. Staff training needs

- Customer service training
- Cultural sensitivity training and building cultural bridges – Terrace Bay has an increasing East Indian population as the mill was purchased by a company based in India
- Kenora provides mandatory training for public service staff presented by Seven Generations Educational Institute

6. Readers advisory training

- Need to train library staff on collections, readers advisory, NoveList, GoodReads

- Terrace Bay and Kenora place date due slips in books so that people may initial and remember they have already read a book
 - Terrace Bay - Flip chart in the library for patrons to advise and rate books they've read
7. Promote CLEO in the libraries and free resources available. Invite CLEO to participate at vendor area at conference and/or provide a training session.
 8. Leadership summits
 - level 1 for all the new librarians
 - level 3 for mid-career librarians.
 9. Next teleconference: Send a Doodle poll mid-December to set a date early-mid January.