



PUG DAY | 9.28.2018

PrairieCat Users Group Day | 8:30 am — 3:30 pm
TaxSlayer Center | 1201 River Drive | Moline, IL

MORNING ACTIVITIES

8:30–9:15

Registration and Refreshments

Lobby

Ask PrairieCat, Ask RAILS, Member Sharing Area, SWAP Table | Visit these tables during breaks and lunch to ask questions and see what's happening!

9:15–9:30

Welcome and General Update — Carolyn Coulter, PrairieCat Director

Rooms A-C

9:30–10:30

Keynote Presentation: Reputation...Up Yours!

Rooms A-C

Gail Johnson and Pam Parr, Face to Face Communications and Training

Customer service affects more than customer satisfaction—what could that be? Your reputation! Your customers like, share, follow, mock, and block your latest and greatest. In this crazy world of “constantly on” how do you shape, protect, and advance your reputation. Gail and Pam will make you laugh, think, and groan in this fast-paced, humorous explanation of building and sustaining a great reputation organizationally and personally.

10:30–10:45

Break

Lobby

Quick Hits

10:45–11:15

Quick Hits 1 — Choose 1

Room A

Building Community Partnerships With Police (Lisa Powell Williams, Moline PL and Moline Police Department)

The Moline Public Library will share details of their successful Coffee with a Cop program, and how to implement other successful police/library partnerships in your community.

Room B

The Do's and Don'ts: Being a Good PrairieCat Circulation Neighbor (Jennifer Christiansen, Moline PL and Judy Hutchinson, PrairieCat)

Presenters will share the basic rules in circulation for conscientiously and respectfully using other member libraries' materials as a good PrairieCat member.

Room C

Explore More Illinois: Rails Museum and Attraction Pass Program (Veronda Pitchford, RAILS)

Explore More Illinois is RAILS' new program to promote museums and other cultural venues in the state to library users. Through Explore More Illinois, partner organizations can offer a limited number of admission passes or discounts to cardholders of participating libraries. Cardholders will search or browse the Explore More Illinois listings to view information about the cultural attractions and to reserve a pass or discount coupon. The Explore More Illinois website generates a unique pass or coupon for each request.

Room D

Fundraising — In and Out of the Box Thinking (Kelly Giovanine, Moline PL and Kathy Lelonek, Rock Island PL Foundation)

Today's libraries come in all shapes and sizes, both in physical structure and fundraising needs. This “Quick Hit” session covers two fundraising perspectives. Kathy Lelonek will share her experience from a Library Foundation model at the Rock Island Public Library, and Kelly Giovanine will share ideas from her Library Development/Marketing combo role at the Moline Public Library. Participants will have time to ask questions and share their ideas for frugal fundraising. Following the session, a compiled list will be sent to participants.

Room F

Navigating the New PrairieCat Website (Brian Smith, RAILS)

Learn the ins and outs of the new PrairieCat support website – from reports and training manuals to the help desk and improved search.

Room E

Quick Click Acquisitions Demo (Melissa Landis, Kankakee PL)

Are your patrons frustrated when they find an item in Amazon but can't find it in PrairieCat? In this session, we'll cover the process of loading acquisitions records that will alert your patrons to all the great materials your library has “coming soon!”

Details in L2

Programs by our featured presenters from Face to Face Communications and Training were made possible with a RAILS CE/Networking Group Grant.



Quick Hits

11:25-11:55 **Quick Hits 2 — Choose 1**

Room C Ask the Attorney: Q&A on Patron Issues (Caitlyn Culbertson, Klein, Thorpe, and Jenkins, Ltd)

Learn the difference between non-resident and reciprocal borrowing patrons. Bring your questions related to patron legal issues such as linking patrons and patron confidentiality.

Room F Find More Illinois (Eric Bain, RAILS and Anne Slaughter, RAILS)

Find More Illinois aims to expand resource sharing and facilitate interlibrary loan by providing a single discovery interface that draws from the online catalogs of participating libraries. Thirteen PrairieCat libraries have been participating in the initial pilot project. Hear from RAILS staff as they highlight features of this program, and learn how you can be a part of this innovative project.

Room B Programming Roundtable (Tami Cox and Laura Long, East Moline PL; Patricia Smith, Robert W. Rowe PLD; Lisa Carroll and Beth Tepen, United Township High School)

Several PrairieCat member library staff will share ideas on successful programs at their libraries. Attendees will leave with new programming ideas to try.

Room E RAILS Group Purchases and Vendor Discounts (Veronda Pitchford, RAILS)

Learn about which group purchases and vendor discounts RAILS offers to help save your libraries precious budget dollars. We will discuss how group purchase participation can help with flexible invoicing. We will also talk about ideas for new group purchases and vendor discounts.

Room A Run, Hide, Fight: Active Shooter Training (Moline Police Department)

Learn what to do if you find yourself in an active shooting event, how to recognize signs of potential violence around you, and what to expect after an active shooting takes place. Remember during an active shooting to RUN. HIDE. FIGHT.

Room D Unlocking Your Unique Collections — The Cataloging Maintenance Center at Illinois Heartland Library System (Cheri Schuler-Faust and Pamela Thomas, CMC)

Do you need help with cataloging for your library's local history, genealogy, and other special collections so these unique resources can be discoverable in PrairieCat by patrons? Learn what the Cataloging Maintenance Center (CMC) at the Illinois Heartland Library System (IHLS) can do for you. The CMC provides copy or original cataloging of "eligible" collections. "Eligible collections" currently includes genealogy, local history, and special collections, such as, local authors, community cookbooks, government documents, etc. Take advantage of this free service offered by IHLS/CMC staff, funded by a grant from the Illinois State Library.

LUNCH

11:55-1:00 **Lunch and Table Topics** — Sit at the Lunch Table Topic of your choice to network with attendees on a specific topic, or sit at any other table for informal networking.
2nd Floor

AFTERNOON BREAKOUT SESSIONS

1:00-2:00 **Breakout Sessions 1 — Choose 1**

Room D Attorney: Administration and Management Legal Issues (Caitlyn Culbertson, Klein, Thorpe, and Jenkins, Ltd.)

Get your questions answered related to legal issues in library administration and management.

Room C Ctrl, Alt, Del—Begin Again (Gail Johnson and Pam Parr, Face to Face Communications and Training)

This is not your grandmother's workshop on bias, stereotypes, and prejudice. This is an up-to-date, real world look at diversity and inclusion. It's not scary, it's not judgmental, and it's not boring. It is real world, real situations, presented with a real sense of humor .

Room A Inspiring the Next Generation: Youth Services and Best Practices (Julia Durango, 2018 IL READS Author)

How do we keep our youngest patrons engaged, inspired, and empowered? This session will focus on harnessing our collective knowledge and experiences to reach the kids and teens in our communities who need us most.

Room F PrairieCat Cataloging Forum (Magda Bonny, Sandy Tedder, and Ed Zanelli, PrairieCat)

PrairieCat staff will share a few tips, brief demos, and updates for technical services staff, and then will open the session up to questions from participants.

Room B PrairieCat Circulation Forum (Judy Hutchinson and Gail Lien, PrairieCat)

PrairieCat staff will share a few tips, brief demos, and updates for circulation staff, and will then open the session up to questions from participants.

Room E PrairieCat Create List Tips (Jason Jensen and John Slanicky, PrairieCat)

In your initial Sierra Create Lists class you learned the basics of creating Review Files. In this session, we will expand those skills and demo tips that we have learned since the initial basics classes were developed.

2:00-2:15 **Break and Refreshments**
Lobby

AFTERNOON BREAKOUT SESSIONS

2:15-3:15 **Breakout Sessions 2 — Choose 1**

Room A **Bring An Author To The Library (Julia Durango, 2018 IL READS Author)**

Illinois boasts a stellar array of children's book and YA authors across the state. This session will offer an A to Z primer on booking an author visit at your library...even if your budget is less than stellar!

Room C **Managers' Roundtable (Gail Johnson and Pam Parr, Face to Face Communications and Training)**

Have you ever wanted to ask a question but were too self-conscious to ask? Well here's your chance. Spend an hour with two nationally-recognized experts on communication and leadership. Gail and Pam are willing to tackle any subject.

Room E **PrairieCat Holds Essentials (Rici Dale, Reddick PLD)**

In this session, you will learn how to properly place a hold in Sierra. We will review the three types of records and walk through placing an item level hold, a bibliographic (title) level hold, and a volume level hold. When you leave this session, you will be a holds expert!

Room F **PrairieCat Searching Effectively (Dana Fine, Princeton PL and Melissa Landis, Kankakee PL)**

In this session, we'll demystify searching in Sierra: it's not all keyword and it doesn't work like Google! We'll share tips and tricks and warn you of pitfalls to avoid.

Room D **Targeting Autism: A Training and Education Program (Mary Pelich, Targeting Autism Training and Education Project)**

Targeting Autism is a multi-faceted and replicable training program designed to improve library services and programs for ASD communities in Illinois and the country. Learn how your library can better serve this community!

Room B **Top Tech Trends (Victoria Blackmer, Robert R. Jones PLD; Geoff Graham, Freeport PL; Bryon Lear, Moline PL; Maria Meachum, Wilmington PLD; Emily Porter, Byron PLD; Facilitated by Carolyn Coulter, PrairieCat)**

Libraries have been early adopters of all sorts of technology, and librarians have always found creative ways to leverage new tech to benefit our users. Come hear what our panel of tech experts finds new, interesting, and potentially useful for libraries in the world of technology.

Thank you to the PUG Day Planning Team for dedicating
your time and efforts to help plan this event!

Victoria Blackmer, Robert R. Jones PLD

Rici Dale, Reddick PLD

Dana Fine, Princeton PL

Lynette Heiden, Charles B. Phillips PLD

Michelle Krooswyk, New Lenox PLD

Melissa Landis, Kankakee PL

Patti Smith, Robert W. Rowe PLD

Lisa Powell Williams, Moline PL

To volunteer for the PUG Day 2019 Planning Team,
contact Elizabeth Smith elizabeth.smith@railslibraries.info.

Save the Date for PUG Day 2019: Friday, September 20, 2019 in Rockford, IL