



Library System Report

EASTERN SHORE OF VIRGINIA • PUBLIC LIBRARY SYSTEM

Regional Library and Heritage Center • Cape Charles Memorial Library • Chincoteague Island Library • Northampton Free Library

March 2023

Final Preparations Underway for Moving Library Materials Collections

By Charle Ricci, Collection Management & Acquisitions Manager

Library staff met recently with the project manager from Bates Moving to review the preparations and logistics associated with the upcoming move of the library to the new Parksley facility.

While Bates will be moving furniture, computers, and office contents, the largest and most complicated portion of the move will be the shelving and library materials that make up the Accomac collection.

Bates Moving completed an internal move at the Accomac library in January 2022, which allowed library staff to observe the process by which library materials are moved professionally. The move to the Parksley library will involve transporting the shelving and materials between two towns, rather than to different areas of a single library building, but the process of moving the collections will be the same.

Each shelf of books, audiobooks, and video recordings will be packed in order into a single box, which will then be labeled with a numbered tag. Library staff will provide a diagram to the moving crew supervisor that clearly shows where each collection of items is to be moved. The supervisor will then place a numbered tag on each shelf in Parksley where the boxes of books are to be

DIRECTORS' UPDATE

Janet Justis, Interim System Library Director



March Madness

Well folks it's time to dust off the moving maps and plans and spring into action. Yes, Virginia, we are really to going move to the new facility.

Cara Burton will be working as a part-time consultant and she and I will coordinate the move between the Accomac and Parksley locations maximizing a smooth transition of shelving, materials, furniture and personnel.

But work also goes on as usual including a half day of training for 20+ staff from all four locations held in Accomac on 2-28-2023. Training included using the Atrium ILS more effectively when processing and tracking interlibrary loans and using patron alerts and messages regarding their accounts. Thanks to Charle and Jazmine for facilitating those portions of the training. Con't.

unpacked. The moving crew will match each numbered box to the corresponding numbered tag on each shelf, resulting in an efficient and accurate workflow.

Because the move will involve a shelf to shelf transfer, library staff are currently evaluating the existing shelving layout at Accomac and fine-tuning the proposed shelving layout for the Parksley library. Staff are also counting and mapping shelves for each sub-collection in Accomac to ensure that it is an exact match for the area designated for that same sub-collection in Parksley.

The library's collections are continuously growing, due to the addition of new and requested items. This has meant that the final calculations for the move have had to wait until a time close enough to the moving date to ensure an accurate shelf count and layout map. Now that the construction of the Parksley library is nearly complete, it is time for library staff to complete preparations for the moving plans. These detailed calculations and maps will ensure that each item in the Accomac collection will be relocated exactly where it belongs in the new library in Parksley.



WE'RE REALLY MOVING !!!

Director's Update Continued

The director conducted sessions on handling book reconsiderations including de-escalation methods for upset patrons and explanation of procedures and timelines to patrons.

The director also discussed how to formally handle requests for patron information by law enforcement officials while protecting and respecting patron privacy regarding identifying data. The Accomac location was visited by a representative from Homeland Security recently and it's important that staff follow all ALA recommended procedures in this area. Most states, including Virginia, have **Code** sections protecting the privacy of patron data identifying personal information and materials used.

Post 9/11 this issue has been reviewed and discussed by the American Library Association and

state library organizations. All such requests must be handled by the library director and in some cases legal counsel if a court order or warrant is presented. A list of administrative personnel is also followed in case the director is unavailable at the time of the visit.

It is recommended that a formal local policy and procedure be created by the new director and approved Board as soon as possible. Until then, ALA guidelines will be followed by staff at all four locations.

The Nassawadox Free Library hosted a pop-up artifacts roadshow type of event with experts from the Dept. of Historic Resources on 2-23-2023 with over 30 enthusiastic attendees.

Director spoke at the Onancock Rotary Meeting on 2-28-2023.

Parksley Building Update

(Progress Meeting hosted by County of Accomack Public Works & Facilities)

During a recent site visit on February 22, 2023, the public works director stated that the project continues on track for a substantial completion date by April 4, 2023, with a final completion within an additional 30 days. Provided we have a new lease approved by the Board of Trustees and the Accomack County Board of Supervisors at their April meetings, we can begin working with Bates to begin moving on April 24, 2023. The move will be in phases beginning with moving the empty Kent County shelving first. Staff Teams are being formed to handle specific tasks at each location. Furniture and personnel move in Phase two.

The next progress meeting is scheduled for March 29, 2023.



The past month we have focused on continuing to make progress on current major projects. The assessment and inventory work shifted focus to the rolled material previously in storage. This large-format (maps, posters, etc.) material was previously stored in Accomac, but only few of the pieces had been previously cataloged. We quickly located the cataloged material and conducted condition assessments and inventories on the rest. The new archives facility in Parksley has map cases built right into the shelving system in the archives room. This will allow us to store the material flat, thereby making much easier to access and serve patrons.

We have also been focusing on the policies and procedures for the new Heritage Center. The collection development policy is currently under revision and the procedures for accessioning, inventorying, and processing new collections are being codified. Heritage Center staff are also formulating a move plan in preparation of occupying the new facility soon. Thank you to Judith Grier for her assistance and input in these endeavors.

As always, the Heritage Center continued to support the research needs of our constituency. The winter slow-down has eased, and our reference queries nearly doubled since the last month. This is a familiar pattern, and I am grateful to Jazmine Collins for facilitating this research and for charting these stats.

Heritage Center staff participated in ESPL's staff training session led by Janet Justis, Charle Ricci, and Jazmine Collins. It was a valuable day of bolstering our knowledge of ESPL's procedures regarding patron privacy, ebooks, and functions of the catalog.

Heritage Center staff also participated in the fabulous archaeology programming hosted by Northampton Free Library. Over 30 people came to Nassawadox to share their finds and get professional assessments from the Virginia Department of Historic Resources (DHR). The program was so successful that we are already planning on hosting another in Parksley later in the year. (see photos below)



Youth Services by Megan Gallipeau

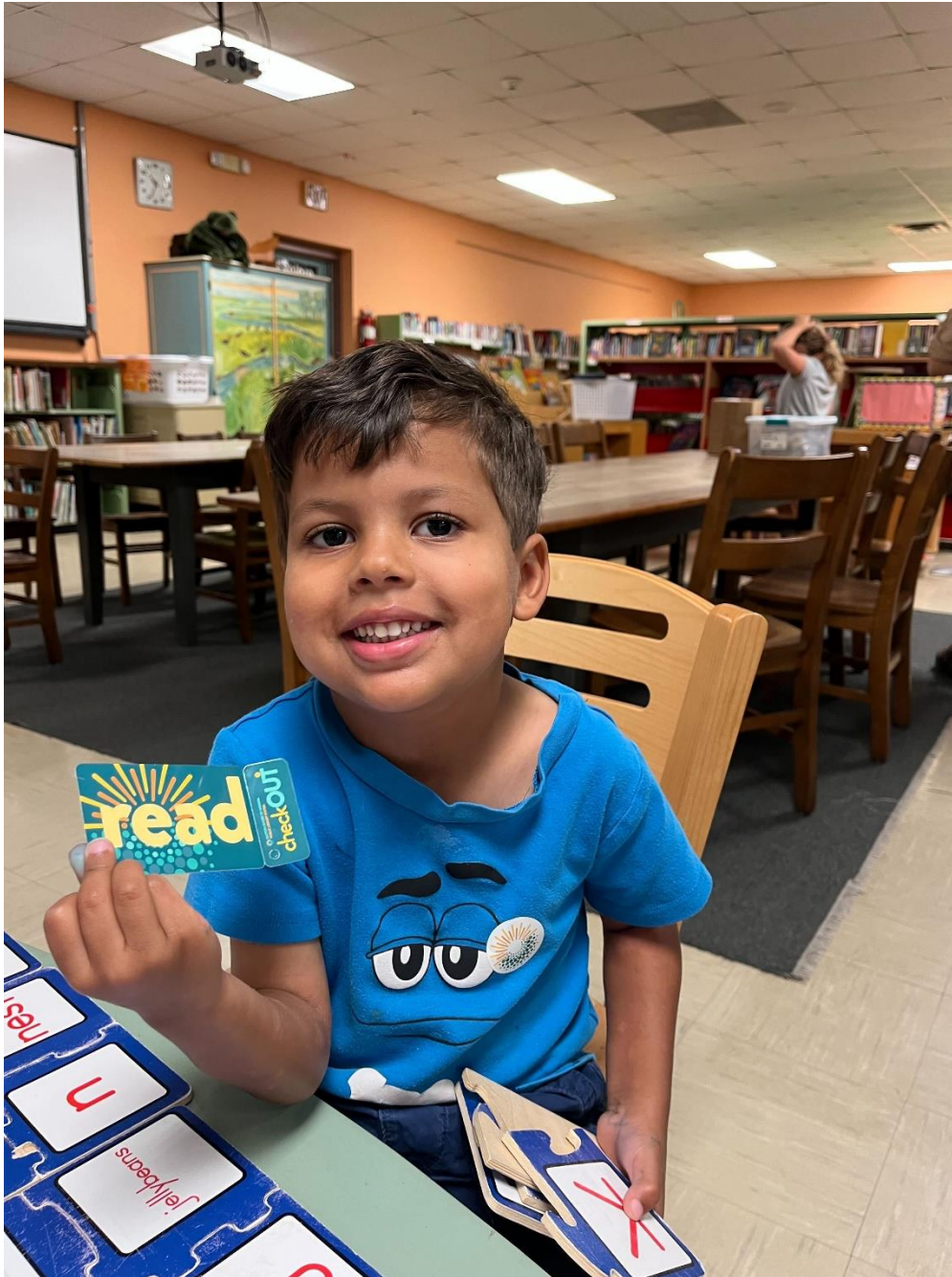


This month began with the continuation of the butterfly project in the Eastern Shore Public Library Children's Room. We had **over 80 visitors over the course of the butterfly life cycle** who interacted with the exhibit, many of whom chose to take supplemental programming offered with the butterflies' home. In total, three different worksheets were offered as part of the program. Chincoteague Bay Field Station visited us for the butterfly release day, and gave a lecture for 1st-3rd graders on pollination. After this, we created a butterfly out of pipe cleaners and coffee filters. Lexi was a wonderful guest, and shared her expertise with us during the event.

Story Hours have resumed at the library. The first story hour had 3 students and 4 parents, and we did a Valentine's Day themed craft. Several parents also participated. Programming was offered throughout the month on the theme of Black History Month. Takeaways for the students were provided as well as in-library worksheets, such as coloring pages of famous Black Americans, as well as a word search that we received positive feedback on from students.

Congratulations to Megan for all of the children's story hours and events in February. Lots of smiling faces at the library.

THIS IS WHY WE DO WHAT WE DO...



Special thanks to Tiffany Flores for mentoring Megan and being the Director's right arm. Her plate is full.



Cape Charles Memorial Library

Sharon Silvey, Library Manager



We are all familiar with the expression, “Don’t judge a book by its cover.” Unfortunately, working in a library this is something we witness too often. Cape Charles Memorial Library staff have become proactive and created a “Local Book Review” section in the library. Patrons of all ages are encouraged to share their personal reviews of items - new titles or a favorite book from years ago. We have had patrons review fiction, non-fiction, and even a few reviews from children. Next time you visit and you’re not sure what type of book you want, check out our Local Book Reviews – remember, looks can be deceiving!



During the past month, ESPL Heritage Center archivist and manager, Chris Pote, was able to visit CCML and take a look at our Local History Room. In an on-going plan, Mr. Pote and CCML staff will review items in the room to determine their historical relevance to Cape Charles and Eastern Shore history. We learned a lot during our visit and look forward to continuing this journey. (what a great vault)



Children's Programs:

During the month of February, **Tales for Tots Storytime** met every Thursday morning at 10 a.m. The program, for children 2 – 5 years old, read stories about groundhogs, valentines, Bears, and colors. Prior to the stories, the children participated in stretching, singing and finger plays. On March 2nd, we celebrated Dr. Seuss's birthday. Each week the children get a take-home activity bag and a treat. This program has been averaging 18 children (accompanied by a parent or grandparent) each week.



Adult Programs:

The Island Readers' Tuesday Book Club, which meets the third Tuesday of each month at 7 p.m. at the library, read and discussed *The Dutch House* by Ann Patchett. In March, they will be discussing *Memoirs of An Imaginary Friend*, by Matthew Dicks.

Nancy's Thursday Book Club, which meets the second Thursday of each month at 11 a.m. at the library, read and discussed books by Marie Benedict. Next month they will read books from the 500's and 600's non-fiction section of the library. The initial meeting of the **Couples' Book Club** was held on February 23rd. The next meeting is scheduled for March 16th at the library.

Antarctica Travel Program: Library volunteer, Bonnie Armstrong, gave a presentation with photos and discussion highlighting her recent trip. The event was a great success with 38 attendees.

Window and Book Displays:

During the month of February, Candy put together some great book displays and decorated one of our library windows for Black History Month. This month, the window displays include a Heritage Days WWII display in conjunction with the Museum of Chincoteague, as well as a display of the Killick Shoals Lighthouse. We will be featuring “Women in History” for our book displays.



Events:

Basket Raffle

The library board is once again having a basket raffle--two baskets – one for children; one for adults. Tickets are \$5.00 each or five tickets for \$20.00. The raffle will run until Oyster Festival Weekend in October.

Death By Chocolate is an event held by the Chincoteague Historic Downtown Merchants' Association on Valentine's Day weekend. The library participated this year. Over 800 people came into the library during the event which ran from 4 - 8 p.m. on Friday and 10 – 4 on Saturday. We were able to sell over 250 raffle tickets.

Search for the Shamrocks is another Downtown Merchant event in which the library will participate. This event will be held on Friday, March 17 and Saturday, March 18. *Submitted by Linda Ryan.*



Fulfilling Patron Suggestions



We received public comments early this year regarding the placement of the book return box at Northampton Free Library. We value patron feedback, and our book return box has now been moved closer to the curb to allow for drive-through use.

This change will help improve ease of access for all patrons, and we welcome input on how we can further improve library infrastructure and services.

DHR Artifacts Event

In late February, the library hosted an archaeology pop-up workshop conducted by the Virginia Department of Historic Resources. Patrons were invited to bring in artifacts, heirlooms, and questions to discuss with a team of professional archaeologists. The event was a success, with more than 30 interested members of the public visiting to participate. We hope to provide more public programs like this in the future.



Children's Programming Returns to NFL

Beginning on March 15th, Youth Services at Eastern Shore Public Library will host a children's story and craft hour at Northampton Free Library from 4:00 PM to 5:00 PM on each Wednesday through the end of the month. Our younger patrons and their parents are encouraged to attend and celebrate the beginning of spring with a good book.