

APROPOS

Vol. 10 No. 3

WINTER 1989

EDITORIAL LIBERTIES

It has been a while since the fall issue of Apropos was printed and since then, much information has been sent my way.

Like many novels these days, this newsletter does seem a bit "heavy", but judge not by the size but rather the "weight" of the information it carries.

Take the time to savour and digest it.

OUT WITH THE OLD, IN WITH...: Elections 1989

Traditionally, elections in the Sudbury Region have consisted of a shuffle within a small, dedicated group of Sudbury area members. But, occasionally a new person, new blood joins the team and revitalizes us all.

The Sudbury Region's Annual Business Meeting and election of the 1989/90 executive will take place on Tuesday, March 7th, 1989 at 7:00 p.m.

Guest speaker, Joan Mount, Associate Professor in the School of Commerce at Laurentian University, will speak on Networking. Refreshments will be served. New members are always welcome. Come and join us at:

Ministry of Education
Provincial Gov't Bldg.
7th Floor, 199 Larch St.
Sudbury

For further information contact Millie Cayen at 675-9192 ext 343 or 566-5362.

DIRECTOR'S REPORT

Meetings of the Board of Directors/Provincial Executive were held in Toronto on November 19, 1988 and February 4, 1989.

From the president (Maggie Hotchkiss)

Information regarding courses such as practical cataloguing, library assistant and LI Diploma courses that are offered by the Granton Institute of Technology in Toronto will be included in the upcoming Newsletter / Nouvelles.

OALT/ABO will purchase 7 copies of the final CLA report on the Roles and Responsibilities of Librarians and Library Technicians for each of the regions.

A document on "Accreditation of Library Technicians" by Anne Galler will be further investigated. Feedback is requested from all regions by the end of March. Maggie Hotchkiss has suggested a "writing committee" be established next year to compile comments from the regions and respond to documents such as this one.

Treasurer's Report (Sharon Wigney)

The bank balance as of December 31, 1988 was \$12,699.43.

Public Relations Coordinator's Report (Pat Graham)

The Fact sheet has been

Apropos is published four times a year by OALT/ABO, Sudbury Region. Letters and enquires should be directed to Box 2351, Station A, Sudbury, Ontario P3A4S8

OALT/ABO Sudbury Regional Branch

prepared to inform members and non-members of OALT/ABO. All regions have a copy which is available to members on request.

A fifty dollars (\$50.00) donation to the Elizabeth Ann Cummings Memorial Lecture Fund was made on behalf of OALT/ABO. (Elizabeth Cummings died suddenly last November. She was twice President of OLA from 1983-1985.

Membership Chairperson's Report (Carolyn Boardman)

The supplement to the 1988/89 membership directory which was distributed in Dec. 1988 will be printed and distributed with Vol. 14, no. 1 of Newsletter/Nouvelles.

Membership stands at 478.

Newsletter Editor's Report (Pat Kiteley)

The winner of the Newsletter / Nouvelles cover contest is Jennifer Drummond, a student of the Graphic Arts program at Algonquin College. Letters of thanks were sent to all participants, the winner and the instructor. The editor had proposed that a new cover design be handled as a class assignment and the best design would receive \$150.00.

CONFERENCE WRAP-UPS

The Halton-Peel region, hosts of 'Chanel '87', have forwarded the provincial share of the conference profits to the provincial treasury, a total of \$1,307.29.

Thunder Bay has also closed the books on last year's conference, 'Rendezvous '88'. The provincial share of the profits is \$2,598.11.

Conference Procedures Manual To Be Revised

The Committee who had volunteered to make revisions to this manual has resigned. The Board of Directors / Provincial Executive will make the revisions.

REGIONS TO SEND ALL NEWS TO PRESIDENT

Each region will now send all notices/literature, etc. which goes to their general membership to our Provincial President. This will enable the President to participate in some regional activities which would otherwise be impossible without advance notice.

MINISTRY DOCUMENT IGNORES LI'S

The Sudbury Region informed OALT/ABO that the Ministry of Education has produced a Job Search Skills Program Manual to assist students with career decisions. There is nothing indicating the position of library technicians or any other library related jobs except under the category of office clerks. Pat Graham will contact the Ministry and work with Maggie Hotchkiss to look into this matter.

DATES TO REMEMBER ... April 24 to 28, 1989 is Education Week ... Week of the Child is celebrated every year during the 3rd week of October ...

DOUBTS ARISE ABOUT QUALITY OF 3-YEAR LIBRARY PROGRAM

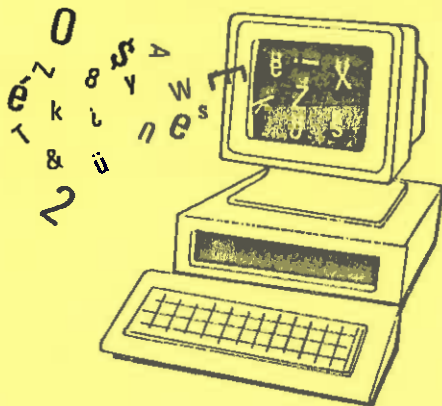
Employers in the Thunder Bay Region have expressed some concern regarding the quality of graduates from Lakehead University's three-year Library and Information Studies Program, in that the graduates may not be able to handle the technical aspects of the job with their B.A. in Information Studies. Employers are asking whether graduates will be technically or academically qualified.

Lakehead University and Laurentian University have plans to offer extension courses from this program in Sudbury. The Sudbury branch will inform members of any new developments.

KALEIDOSCOPE '89 CONFERENCE

Tentative costs for full conference attendance is \$345.00 (which includes workshops, accommodations, meals and parking)

The Annual Business Meeting will be held on Friday, June 2, 1989 and the Annual Banquet will be held in the evening on the same day.



OCELOT LIBRARY SYSTEM CHOSEN FOR NORTHERN COLLEGE, PORCUPINE CAMPUS

Guest columnist - Maire Leigh Sheppard

For those of us involved in the library business, there seems to be an endless stream of changes occurring whether we are involved or not. From the simple act of stamping out a book to the advanced computer use of CD-Rom for reference purposes, things seem to be advancing at a terrifying rate.

In an effort to at least join the "computer race" as participants rather than just observers, we have been actively searching for a workable library system for close to eight years. We have all the regular things on our wish list - cheap, easy and very efficient - just the simple things we all want.

After searching and searching, our overall leader turned out to be from Columbia Computer Services Ltd., and is named the OCELOT LIBRARY SYSTEM. The OCELOT System is a fully integrated library management software system (we had to get help for the "computerese") The software operates on IBM PC and compatible computers. We purchased four of the available five modules - cataloguing, circulation, serials and MARC record interface (machine readable catalogue - our complete database could be downloaded so the other modules can be interactive. Our Student Services uses the Student Records modules and it provides the transference of

the patrons' records to our files. This would save countless hours during registration and allow us to barcode individuals.

The system is multilingual, we require online inquiries in English and French. The circulation module provides security with password control, inventory control with a bar wand reader and barcode support, which can generate the database as new items are entered.

The catalog module consists of two components: the cataloguing function for development of the library's catalog and the ONLINE PUBLIC ACCESS CATALOG (OPAC). The OPAC searches can be as simple as a few words in a title or as complex as desired with full Boolean Search capabilities. Search levels can be tailored by user.

The serial module provides for total management and maintenance of serial holdings. It provides for subscription handling, local check in, routing, renewing, claim notices and inquiry by author title and subject key words.

The MARC record interface module downloads catalog records from external databases, which should reduce entry time and improve accuracy.

What you have just read is the absolute best possible view of our automation. It does not take into account the long waiting time for the implementation of the system and the hardware, the waiting

for budget approval for the purchase of software and hardware and just the tension and anxiety of trying something so new and different that you feel you are way out on a limb.

We are just completing the Phase One of our automation project and hopefully we will be able to implement all of our modules into a complete package in the near future. We hope to be able to complete our physical inventory and barcode all monographs in one easy(?) step during our summer period.

We can only hope this system can truly support our collection, and we hope that in the very near future we can become a little more computer literate. Stay tuned for the next installment of the continuing saga of "AS THE LIBRARY TURNS".

FREE FOR THE ASKING...

Write to: Ministry of
 Agriculture and Food
 Consumer Information
 Centre
 801 Bay Street, Main
 Floor, TORONTO
 M7A 2B2

Ask for: Flowering Bulbs for
 Canadian Gardens.

Ontario Vacation
 Farms: Bed 'n Breakfast.

Coping with Problem
 Behavior.

Write to: Center for Early
Adolescence
Univ. of North
Carolina at Chapel
Hill, Suite 223
Carr Mill Mall
Carrboro, N.C.27510

Ask for: Catalog of Books,
Training Materials &
Resources.

Common Focus
Newsletter.

Write to: JoAnn Harrison
Education
Coordinator
Nat'l Film Board
D-5, P.O. Box 6100
Station A
MONTREAL, Quebec
H3C 3H5

Ask for: Women Breaking
Through.(annotated guide to
a.v. resources)

CONFERENCES...CONFERENCES...

The Special Libraries
Association announces a two-
day course "Going It Alone:
Managing the One-Person
Library".

SLA will sponsor this course
in Toronto on April 3-4, 1989,
in Montreal on April 6-7,
1989, Indianapolis, Oct. 19-
20, 1989 and Baltimore Nov 2-3.

The first day of this program
will be devoted to basic
management techniques,
including planning, budgeting,
and time management, as they
relate to small library
operation. The second day
will address advance
management considerations,
such as automation, public

relations, and communications.
The course will be taught by
Guy St. Clair, a widely-
recognized consultant, author,
and lecturer on the management
of small libraries.

One-day registration fee (Part
I or Part II)
\$125 - SLA members
\$150 - SLA non-members

Two-day registration fee
\$225 - SLA members
\$250 - SLA non-members

For further information write:
Special Libraries Association
1700 Eighteenth Street, NW
WASHINGTON, DC 20009

FROM MEMORIES TO DREAM
by Betty Gore
Provincial Secretary

Almost two years ago, I
accepted the nomination for
Secretary of OALI/ABO. That
decision has resulted in two
of the best years of my life.
Feelings of usefulness,
awareness of capabilities,
intelligence all heightened a
flagging self-esteem.
Opportunities to learn new
skills (ie. computer
programs) presented
themselves. Organizational,
communication, and technical
(typing, computers) skills
were often challenged.
Agendas, minutes, reports,
correspondence were all
attended to - note-taking,
filing, information awareness
were all improved. Each
challenge, every discovery,
all the little successes built
up to where I knew I was doing
a good job. That is sometimes
more important than all the
verbal praise others can heap
on you. You may often be told

about the 'wonderfull' or 'good' job you are doing, but believe inside yourself - "I could have done better". Not this time. Not in this position. Self-confidence has taken hold and I can now hold up my head and clearly say, "Thank you" with pride.

The membership graciously allowed me to hold this post for a second term. Now it is time for another technician to have the opportunity to grow and develop in a way which no other experience can give. It is very difficult to give up something which has given you as much as this position has given me. But stay too long, and one becomes overconfident, stagnates, or (horrors!) begins to think themselves indispensable to the organization.

For any who may have considered an executive position at Provincial or Regional levels, jump right in! It's a wonderful experience! And after the growth, just think how terrific this will look on your resume!

BOOK REVIEW

The Creative Copucac by Marian Canoles. Littleton, Colorado: Libraries Unlimited, Inc., 1982. 265 p.

Here is a book that has been a great resource to me. Working with a small display area and limited supplies, this recipe-style book has been a life-saver on occasions when my artistic talent just would not flow.

Aimed at school libraries, the display themes are divided into the months of the school year. Because it is an American book, some of the holiday displays won't apply but the format for all the displays can be used.

Each page is devoted to a display including a drawing of the display, supplies required method used to mount, and usually two captions.

Supplies used vary from store-bought construction paper, ribbon, felt, etc. to found items such as old hats, jewelry, feathers, broken eggshells, etc.

If you change your displays often and are bored with the same old construction paper design, I highly recommend this valuable tool.

Monique Fuchs

MEMBERSHIP UPDATE

Maysel Dag
2008 Hebert St.
SUDBURY, Ont.
P3B 1Y9

The Sudbury Region's membership now stands at 29.

SUDBURY TREASURER'S REPORT

The total from the Sudbury Region's chequing and savings accounts including a guaranteed investment certificate is \$2,251.50.

CONGRATULATIONS TO SAULT STE MARIE PUBLIC LIBRARY TECH.

Sharon Wigney, a Sudbury member of OAL/ABO and Provincial Treasurer, has helped to write a procedures manual for the Sault Ste Marie Public Library with Frances Ryan, also employed by the library.

The Ontario Library Service-Voyageur has promoted the procedures manual as being well written and complete and hopes other public libraries will look at it before writing their own.

Congratulations Sharon! Keep up the good work.

COMING SOON....

Membership renewal in March. Renew quickly to ensure that you will receive conference packages, newsletters, etc.

April workshop - in Sudbury
Details to be announced soon.

JOB DESCRIPTIONS WANTED

Pay equity legislation has forced us or will be forcing all of us to take a good look at our job descriptions and revise them if necessary. A poor job description can result in a poor job evaluation when job comparisons are being made.

Would you like to see other technicians' job descriptions?

If you will send us your job description and pay scale (optional), we will send you a job description of interest to you. By having this bank of job descriptions will help all of us.

Send to: Linda Davis
Library, Ministry of Education
199 Larch St, 7th

Floor
SUDBURY, Ont.
P3E 5P9

or call (705) 675-4427 or 1-800-261-0183 for more info.

