

Executive Director's Report

For August 2006

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*Executive Director
Lincoln Trail Libraries System
September 18, 2006*

Training Strategic Exploration

On August 7 – 9 I attended a workshop on a process for strategic planning that utilizes a tool called the Implications Wheel. The process draws on group wisdom to quickly and effectively uncover short and long term implications of changes that are made. When viewing a plan of action it is always important to think about what might happen, but that is normally done with 1st level of implications. With the implications wheel one can examine 2nd and 3rd level implications in a very short timeframe – as quickly as 2 to 3 hours. The training will be used at LTLS as we consider changes and LTLS can use this process to assist libraries in thinking about the future. This was a most impressive training and one that can quickly be put to use. Perhaps we would have avoided much of the negative publicity regarding local holds had we used this strategy before implementation.

Business Office

During the month of August we experienced some changes in the Business Office. As we were preparing for our audit, Mary Dry, Business Manager, requested that she be allowed to visit a close friend in Georgia who was critically ill. While visiting she was requested that she stay to care for this friend. She felt she needed to and resigned as Business Manager. We immediately began working with Sally Higgins from Clifton Gunderson who is a CPA and a trainer for the accounting software we use. She has been finalizing the audit preparation and providing consultation on how we can better utilize our software to be more efficient. Joe Sciacca is currently managing all the business operations and Ramona Rollins is learning the business office responsibilities with the plan to have her assume the Business Manager position in 6 – 12 months. We will soon replace Ramona's position and continue to utilize Sally to assist in training and in identifying ways to best utilize the accounting system. Sometimes it is good to totally examine processes and procedures and we will be doing that.

Copier

I met with our Xerox copier salesperson who presented a proposal to upgrade our copier. With the improvement in technology we are moving ahead with the upgrade and saving monthly costs at the same time. A better machine for less money will be the result of this change.

Bookmarket at the Square

The 3rd annual Bookmarket at the Square was held on August 26th. Several LTLS staff volunteered to "person" the LTLS table display. LTLS also sponsored "Amira Davis and the Beat Goes on." as one of the featured programs on the main stage.

Grant Finalization

A lot of group work was done on following up on the LSTA grants for FY 06. The language kits were finalized for PolyTalk, the new diversity calendar was finalized and many libraries and library staff members signed up to participate in PolyTalk.