## PROPOSED AGENDA FOR 10/13/2021 7:00PM

- 1. WELCOME
- 2. ROLL CALL
- 3. APPROVAL OF MINUTES
- 4. TREASURER'S REPORT
- 5. BILLS AND INVOICES
- 6. COMMUNICATIONS Illinois Heartland Library System
- 7. UNFINISHED BUSINESS
  - A. Village Board Meeting
- 8. NEW BUSINESS
  - A. Library Report Lori Lamping

#### ADJOURNMENT

B. Next Tentative Meeting Date November 10, 2021

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#### ADJOURNMENT

B. Next Tentative Meeting Date November 10, 2021

#### CLIFTON PUBLIC LIBRARY BOARD MEETING 9/8/2021

#### 1. Welcome

#### 2. ROLL CALL:

Board Members: Sara Faulkner, Julie Kolosky, Carol LeClaire, and Vicky Shell were present at the 9/8/2021 Clifton Library Board meeting. Lori Lamping, head Library Clerk was also present. Called to order at 7:11PM.

#### 3. SECRETARY'S REPORT:

Meeting minutes from August 2021 meeting were reviewed. A motion was made to approve the minutes by Julie, seconded by Carol, minutes approved.

#### 4. TREASURER'S REPORT:

Checking: August 2021 \$2,228.03 Savings: August 2021 \$65,212.34 CD: August 2021 \$14,242.42 Cash Drawer: August 2021 \$50.00

Motion to approve the report by: Carol, seconded by Sara, all approved.

#### 5. BILLS AND INVOICES:

Amazon \$414.29 Amazon \$141.84 Total: \$556.13

Mary Helen Roberts Trust for \$500.00 used to buy telescope and microscope.

Motion to approve the bills by Julie, seconded by Carol, all approved.

#### 6. Communications:

Illinois Heartland Library System newsletter sent out via email prior to meeting

#### 7. Unfinished Business:

Village Board Meeting: Nothing at this time.

#### 8. New Business:

Violence on the Job information shared by Sara Faulkner about what to do in case of an intruder.

#### Library Report

Discussed beginning BINGO game and will start a new game.

A coloring contest will be held in October.

Illinois libraries are mandating masks.

Received a message from Norton regarding auto renewal. Will not reply. Not sure what generated the request.

Received a request from Google regarding 360 pictures. Will not reply.

STEM materials purchase with Mary Helen Roberts Trust monies. Lori will prepare contracts for checking out the microscope and telescope for 3-4 days.

Reviewed Chapters 1 through 7 of the Standards for Public Library to meet Per Capita requirements.

Motion to approve the Library Report by Julie, seconded by Carol, all approved.

#### 9. Adjournment:

Meeting adjourned at 7:59PM, moved to adjourn by Carol, seconded by Julie. The next meeting is October 13, 2021 at 7PM.

Respectfully submitted, Sara Faulkner, Vice President/Program Coordinator

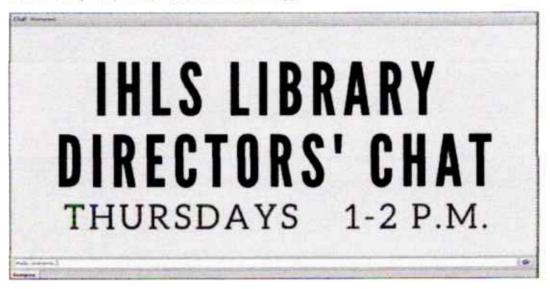
## CLIFTON PUBLIC LIBRARY NUMBERS YOU NEED TO KNOW 2021-2022

Fiscal Year 05/01 to 04/30

| LIBRARY BOARD MEMBERS   |   |  |  |
|---|---|--|--|
| Nicole Brough (Dan) Secretary Nicbrough 79@gmail.com 160 West Fourth Avenue, PO Box 395 Clifton, IL 60927   | (04/2027) 6y                                |  | Phone: 815-922-3080  |
| Sara Faulkner (Jay) Vice President/Program Coordinator Faulkner \$70@comcast.net 375 West Lincoln Clifton, IL 60927   | (04/2023) 6y                                |  | Cell: 815-791-4222   |
| Julie Kolosky (Joe) Treasurer Jdjmk 10 aumail com 360 North Fourth Street Clifton, IL 60927   | (04/2023) 6y                                |  | Phone: 815-325-2171  |
| Carol Le Claire (Jerry) Carolleclaire54@gmail.com 395 West Lincoln Clifton, IL 60927  | (04/2025) 6y                                |  | Cell: 815-954-9006   |
| Vicky Shell President vshell62@gmail.com 465 Wilson Drive, PO Box 466   | (04/2023) 6y                                |  | Phone: 815-694-2866  |
| Clifton, IL 60927   |   |  |  |
|   |   |  |  |
|   | ************                                | ***********  |  |
| Lorie Lamping Phone: 815-694-308 Head Librarian Cell: 815-666-462 mlamping 1958@comcast.net 220 Hendron Avenue, PO Box 97   | 4   | Tia Varna<br>Library Clerk (Part<br>PO Box 80<br>Ashkum, IL 60911  | . 2  |
| Lorie Lamping Phone: 815-694-308 Head Librarian Cell: 815-666-462 mllamping 1958@comcast.net 220 Hendron Avenue, PO Box 97 Clifton, IL 60927 Dea Weisenbeck Phone: 815-844- Library Clerk (Part-time) 220 East Fourth Avenue, PO Box 198 Clifton, IL 60927  | 9615  | Tia Varna Library Clerk (Part PO Box 80 Ashkum, IL 60911  Sarah Lamping Library Clerk (Part 220 Hendron Aven Clifton, IL 60927 | Phone: 815-666-0388  |
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09/12/2021

our near-weekly text-based chats for library directors and leaders, held Thursdays\* from 1 to 2 p.m. (\*except each third Thursday)



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SHARE/IHLS/CMC lists



## by guest speaker Jayne Walters, MLIS

Confused by the rapidly changing and expanding language? In this session, we'll discuss the many shades of the LGBTQ+ rainbow and how versatile and fluid it can be. You'll learn ways to navigate conversations while avoiding pitfalls and how to be a better ally. You'll also learn why it's so important.

### via Zoom

(Link available in L2 upon registration - must be logged into your L2 account to register)

REGISTER NOW



Members Matter meetings are regularly scheduled forums for directors and staff from IHLS-member libraries to learn the latest regional, state, and local library news and developments. It's also an opportunity for IHLS to solicit thoughts and ideas from our members and for you to tell IHLS leadership how we can better help make your library successful.

### At Members Matter meetings, you can:

- Discuss regional, state, and local library news, issues, and trends
- Get updates from the IHLS and SHARE Administration and Operations staff
- Ask questions and get answers on policies, available resources, and more from IHLS leadership
- Share and learn about innovative library programming with the central and southern Illinois library community



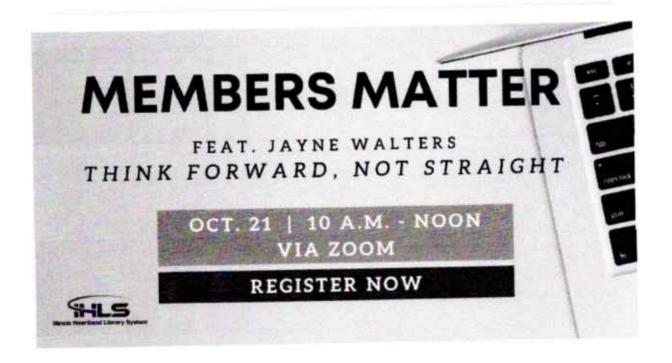
If you're interested in Members Matter Meetings, you may also be interested in...



f Share









Join library directors and IHLS staff from around central and southern Illinois for this system-wide forum

## **IHLS Members Matter**

Thursday, October 21 10 a.m. to Noon via Zoom

with special presentation
Think Forward, Not Straight:
Understanding the LGBTQ+ Spectrum













Connecting LIBRARIES & COMMUNITIES in Central & Southern Illinois

September 22, 2021

#### REGISTRATION NOW OPEN



## **Celebrating Libraries, Building Partnerships**

Thursday, Nov. 18, 8-4 p.m.

Illinois Heartland Library System's annual Member Day is **now open for registration**. This is a **free** virtual day full of professional development, networking, and inspiration for the library leaders, staff, and trustees of IHLS-member libraries.

2 Live **Keynotes** • 9 **Breakout Sessions** • Programming Developed for Multi-Type
Libraries • **PDH Credit** for School Librarians • Attendee **Chat Rooms** •
Virtual **Exhibit Hall** • Apparel • **Prizes** 



Register by Sunday, Oct. 31, to receive a SWEET gift!

## Do You Know Someone in the Market for a Van?

IHLS Online Surplus Vehicle Auction Open to the Public Sept. 23-29

IHLS has a surplus mini-van for sale, and we're auctioning it to the public starting Thursday morning. The vehicle has just over 95k miles, has been regularly maintained, and is being sold as-is. View photos of the van in the auction listing or share the Facebook event with someone who may be interested.

View Details and Vehicle List

## How to Keep Remote Access to Polaris After Oct. 5

Internet Explorer (IE) is retiring and Windows 11 is launching. Will your library still have access to Polaris after these changes? SHARE staff shares what you need to do to keep access for your library.

#### Learn more

## System E-Content and E-Resources for Illinois Educators

An IHLS, RAILS, and AISLE partnership program Thursday, Sept. 23, 4 p.m.

AISLE has partnered with Illinois Heartland Library
System and Reaching Across Illinois Library System
for System E-Content and E-Resources for Illinois
Educators, an updated webinar for school library staff to
be held Thursday, Sept. 23, at 4 p.m. Join presenters
from both RAILS and IHLS to learn more about their

## WELCOME!

Welcome to these new directors:

- Steven Ward, Forsyth Public Library
- Jessica Titus, Moyer District Library
- Samantha Ralston, Dongola Public Library

## IHLS LIBRARY DIRECTORS' CHAT

Thursdays 1-2 p.m.\*
\*except each third Thursday

Next Chats:

Sept. 23, 30; Oct. 7

Registration Requested

Directors' Chat transcript archive

## Upcoming Grant Deadlines

Oct. 15

 School District Library grant



 Baker & Taylor/YALSA



ebook/e-audiobook programs, vendor discounts, networking events, and much more! This information frequently changes, so even if you attended the last session you'll want to join us for updates.

Learn more and Register

## Feedback Requested: Personal Social Media and Online Communication Policy

Illinois Heartland Library System is working to update its Personnel Code, and we're seeking your valued feedback!

Deadline: Friday, Oct. 1

Illinois Heartland Library System is in the process of finalizing components for the updated IHLS Personnel Code, and a Personal Social Media and Online Communication Policy has been proposed.

This policy has been vetted by legal counsel and was reviewed in a first reading. Now we'd like to hear from our members. What do you think?

View proposed policy and share comments

### **IHLS Members Matter**

Think Forward, Not Straight: Understanding the LGBTQ+ Spectrum

Presented by Jayne Walters, MLIS Thursday, Oct. 21, 10 a.m. to noon

Join your IHLS friends and colleagues from around central and southern Illinois for a presentation by Jayne Walters on understanding the LGBTQ+ spectrum followed by updates from the Illinois State Library; the administrative, delivery, and membership staff of IHLS; and the SHARE consortium.

Confused by the rapidly changing and expanding language? In this session, we'll discuss the many shades of the LGBTQ+ rainbow and how versatile and fluid it can be. You'll learn ways to navigate conversations while avoiding pitfalls and how to be a better ally. You'll also

Collection Development grant

Find these grants and more on the IHLS Grants Page.



## September Library Link Roundup

We've crawled the web for the most useful library links, curated for the librarians of Illinois. This Library Link Roundup looks at libraries in the news, COVID and misinformation, and resources on fall religious holidays.

View September Roundup



#### Register in L2

# Updates to the Illinois State Library Public Library Non-Resident Service Administrative Rules Webpage

Updates have been made to the Illinois State Library's webpage regarding non-resident service administrative rules and a FAQ section on this topic is included within the page as well. Be sure to <a href="mailto:check out the updated">check out the updated</a> webpage for the most accruate and up-to-date information.

### Overfilling and Weight of ILL Tubs

IHLS Delivery drivers and sorters have recently reported several instances of libraries overfilling tubs or tubs being too heavy. The weight limit for tubs is 40 lbs. Large/heavy items may fit in the tub(s), but please distribute the heavier items to more than one tub.

Overfilling tubs can result in damage to materials.

Additionally, it creates a hazard for delivery drivers and sorters when lifting and transporting the tubs.

If you need additional tubs, please be sure to reach out to your delivery hub manager. Thank you for your cooperation.

Carbondale and Edwardsville Hubs Linda Petty, Area Manager | 618,474,9828

Champaign Hub Linda Kates, Operations Manager | 217.318.5352

## Join Illinois Heartland Library System's Team!

Illinois Heartland Library System is looking for a new team member! We have the following position currently available within our organization:



Please click on the position for the link to the requirements and the job description.

 Membership Coordinator – School Liaison (Carbondale, Champaign, or Edwardsville) -Full-time

If you meet the qualifications, we encourage you to apply by sending your resume to jobs@illinoisheartland.org.

We offer a competitive benefits package and a great work-life balance that is part of our company culture.

IHLS is committed to workplace diversity, building a diverse workforce, and providing equal opportunities to all regardless of age, race, disability, ethnicity, family or marital status, gender, gender identity, sexual orientation, language, national origin, religion, and any other characteristics protected by applicable law.

## Vendor Discounts

### **JanWay**

JanWay is a family owned and operated business for 40 years, providing promotional products to libraries nationwide. They transform production that have been used for promoting businesses into products for library promotion. Visit our vendor discounts page for more details.

## Continuing Education



Upcoming Classes with the Cataloging Maintenance Center



#### Online with the Cataloging Maintenance Center Webinars

#### Getting Real: Cataloging Realia

Thursday, Oct. 21, 10-11 a.m.

Unique MARC fields for realia (three-dimensional realworld objects) will be discussed and full MARC bibliographic records will be shared. *Presenter: Dr.* Pamela Thomas.

#### Where's Waldo: Cataloging Maps

Thursday, Nov. 11, 10-11 a.m.

Introduction to the basics of map cataloging focusing on the important/prominent MARC tags and presenting a map bibliographic record addressing some of the differences between cataloging maps and cataloging books. Presenter: Cheri Schuler-Faust.

#### "Note" Worthy Notes at Your Service

Thursday, Dec. 16, 10-11 a.m.

This presentation will describe some of the more obscure 500 fields used in audio recordings cataloging. *Presenter: Ian Anderson.* 

In-Depth Cataloging Course

#### RDA for Video and Audio Recordings

Nov. 8-Dec. 19

Registration is open now through Nov. 1. Maximum 25 students. It is recommended that students take RDA Book Training first.

## Additional Continuing Education & Networking Opportunities

Creating Fundable Grant Proposals in Libraries (without harming yourself or others in the process) Sept. 23, 1 p.m.

Positive Reinforcement: Motivation That Works for Library Workspaces

Sept. 30, 1 p.m.

Promoting Your Collections: Messaging.



## Other Library News



## Welcome to the Following New Explore More Illinois Participants!

- · Bethalto Public Library District
- · Milford District Library
- Rosiclare Memorial Public Library
- Shawneetown Public Library
- · West Frankfort Public Library

Explore More Illinois allows cardholders from participating IHLS and RAILS public libraries to reserve free and discounted admission, parking, and gift store purchases from cultural attractions in Illinois, including museums, cultural centers, zoos, aquariums, gardens, historical societies, park districts, and more. Learn more on the Explore More Illinois website or by emailing Jessica Barnes.



Telling libraries' stories of impact on our communities recent additions to the My Library Is... blog:

- All the Crafts! (9/13/2021)
- Making the Most of August at the Library (8/23/2021)
- Sparks Podcast Episode 33: Durand CUSD #322 (8/13/2021)
- My Library Is...Increasing the Visibility of Local Government and Policy Expertise (8/10/2021)



#### · and lots more

IHLS and RAILS are looking for more central and southern Illinois library stories from all library types! How has your library positively affected your community?

Share your story on the My Library Is... website using your L2 credentials to log in. All levels of staff at all types and sizes of libraries are encouraged to contribute, so share this idea with your enthusiastic writers.

## Meeting and Study Rooms in Libraries Survey for Upcoming ILA Conference Session

Now collecting responses!

The presenters of the upcoming session "Where can I go to Zoom Court? - Meeting Room Digital Access and Electronic Connectivity Post Pandemic " at the ILA Conference would love to hear from you and learn about meeting and study room usage in your library. Please share your experience regarding study and meeting rooms.

## Illinois Libraries Present Group Launching Membership for 2022

Illinois Libraries Present (ILP, formerly Joint Programming Group) is excited to announce they will soon be launching membership for 2022. They hope you and your library will be interested to join in this new model of resource sharing through collaborative events created with an equity lens.

Big Announcements:

#### Website launch

Find the latest about ILP here, including answers to Frequently Asked Questions

#### Committee applications are now open

ILP is seeking library staff to join three new committees: Marketing, Event Production, and Data Numbers. Applications are due by Oct. 10. View committee



#### descriptions and apply now.

#### Join ILP for a live Info Session

Join ILP for one of two Zoom Info Sessions and bring your questions. Registration is encouraged even if you are unable to attend live, so you will automatically receive the recording. Register below:

- Monday, Sept. 27, 11 a.m. to noon. Register here
- · Friday, Oct. 1, 2-3 p.m. Register here

## 2022 ALA Annual Conference: Call for Proposals

Deadline for submissions: Oct. 1

ALA is currently accepting program proposal submissions for its annual conference taking place in Washington, D.C. on June 23-28, 2022. They are seeking content that is innovative, informative, and diverse. **Get more details** and submit a proposal.

## Library Marketing and Communications Virtual Conference

Registration Deadline: Oct. 25

The Library Marketing and Communication Conference will be held virtually again this year from Nov. 2-3, and is designed for library employees of any level who are involved in marketing, communications, public relations, social media, and outreach in academic, public, and special libraries. Conference sessions will explore issues that are important for this niche of library work.

#### Register now

## 2022 Reaching Forward Conference: Call for Proposals

Deadline for submissions: Nov. 22



Reaching Forward is now accepting program proposals for its annual conference, set to be held on May 6, 2022. They want to hear how libraries have responded to the pandemic and how they are now looking toward the future.

Read for more details and submit your proposal

#### Quick Links

Illinois Heartland Library System | Cataloging Maintenance Center | SHARE Consortium |

SHARE Help Desk | Library Learning (L2) | Illinois State Library | Illinois Library

Association









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Connecting LIBRARIES & COMMUNITIES in Central & Southern Illinois

## September 8, 2021

### Overfilling and Weight of ILL Tubs

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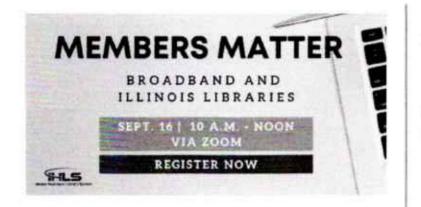
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#### Carbondale and Edwardsville Hubs

Linda Petty, Area Manager | 618.474.9828

#### Champaign Hub

Linda Kates, Operations Manager | 217.318.5352



## WELCOME!

Welcome to these new directors:

 Ashley Batchelder, Mt. Zion District Library



## Members Matter: Broadband and Illinois Libraries

Thursday, Sept. 16, 10 a.m. to noon

Join your IHLS friends and colleagues from around central and southern Illinois for a presentation by Matt Schmit, Director of the Illinois Department of Commerce and Economic Opportunity's Office of Broadband.

This presentation will provide an overview of his office and how they are working to fix some of the issues that the rural parts of the state face when it comes to connectivity.

Register today.

## Feedback Requested: Personal Social Media and Online Communication Policy

Illinois Heartland Library System is working to update its Personnel Code, and we're seeking your valued feedback!

Deadline: Friday, Oct. 1

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System and Reaching Across Illinois Library System
for System E-Content and E-Resources for Illinois
Educators, an updated webinar for school library staff to

- Sarah
   Featherstone,
   Blackburn College
- Vicki Obermann, New Baden Public Library

## IHLS LIBRARY DIRECTORS' CHAT

Thursdays 1-2 p.m.\*
\*except each third Thursday

Next Chats: Sept. 9, 23, 30 Registration Reguested

Directors' Chat transcript archive

## Upcoming Grant Deadlines

Sept. 16

Libraries
 Transforming
 Communities: Focus
 on small and rural
 libraries

Find this grant and more on the IHLS Grants Page.



September Library Link Roundup



be held Thursday, Sept. 23, at 4 p.m. Join presenters from both RAILS and IHLS to learn more about their ebook/eaudiobook programs, vendor discounts, networking events, and much more! This information frequently changes, so even if you attended the last session you'll want to join us for updates.

#### Learn More and Register

## FY2022 School District Library Grant Available

Deadline: Oct. 15

The Illinois State Library is currently accepting applications for the FY2022 School District Library Grant. The deadline for submitting your School District Library Grant application is Oct. 15.

The School District Library Grant Program is designed to support library services for students at public schools in Illinois. Public Act 102-0039 provided for an increased school library grant rate of \$0.885 per student with a minimum grant award of \$850.00.

The Expenditure Report for FY2020 grants is also due on Oct. 15.

For questions regarding this grant opportunity, contact the Illinois State Library at 800.665.5576, opt. 2.

## Join Illinois Heartland Library System's Team!

Illinois Heartland Library System is looking for a new team member! We have the following position currently available within our organization:

Please click on the position for the link to the requirements and the job description.

 Membership Coordinator – School Liaison (Carbondale, Champaign, or Edwardsville) -Full-time We've crawled the web for the most useful library links, curated for the librarians of Illinois. This Library Link Roundup looks at libraries in the news, COVID and misinformation, and resources on fall religious holidays.

View September Roundup



If you meet the qualifications, we encourage you to apply by sending your resume to jobs@illinoisheartland.org.

We offer a competitive benefits package and a great work-life balance that is part of our company culture.

IHLS is committed to workplace diversity, building a diverse workforce, and providing equal opportunities to all regardless of age, race, disability, ethnicity, family or marital status, gender, gender identity, sexual orientation, language, national origin, religion, and any other characteristics protected by applicable law.

## Live and Learn Construction Grant now open for applicants

Deadline: Jan. 15, 2022

Applications are now being accepted for the Illinois State Library's Live and Learn Construction grant. Funds from this grant assist public libraries with construction costs in their facilities.

Learn More and Apply

## Continuing Education



#### Save the Date!

Our next Member Day will be held virtually on Thursday, Nov. 18. Keep an eye out for information regarding programs, vendors, and more, coming soon!





## Upcoming Classes with the Cataloging Maintenance Center

Online with the Cataloging Maintenance Center Webinars

### When Speech Bubbles and Pictures Collide: Cataloging Graphic Novels

Thursday, Sept. 16, 10-11 a.m.

The ins and outs of cataloging graphic novels with an emphasis on subject headings, genre/form headings, translations, and main and added entries. *Presenter:*Cheri Schuler-Faust.

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In-Depth Cataloging Course

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Nov. 8-Dec. 19

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## Additional Continuing Education & Networking Opportunities

User Experience Design: A Human Centered Approach to Designing Libraries Sept. 9, 1 p.m.

<u>Libraries and Reading: New Service Models for</u>

<u>Patrons with Intellectual Disability</u>

Sept. 22, 1 p.m.

Creating Fundable Grant Proposals in Libraries (without harming yourself or others in the process) Sept. 23, 1 p.m.

Positive Reinforcement: Motivation That Works for Library Workspaces
Sept. 30, 1 p.m.

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historical societies, park districts, and more. Learn more on the Explore More Illinois website or by emailing Jessica Barnes.



Telling libraries' stories of impact on our communities Recent additions to the My Library Is... blog:

- Making the Most of August at the Library (8/23/2021)
- Sparks Podcast Episode 33: Durand CUSD #322 (8/13/2021)
- My Library Is...Increasing the Visibility of Local Government and Policy Expertise (8/10/2021)
- #FundLibraries Challenge Update! (8/5/2021)
- · and lots more

IHLS and RAILS are looking for more central and southern Illinois library stories from all library types! How has your library positively affected your community?

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#### Register now,



## LeVar Burton to Host TV Special Featuring Library of Congress National Book Festival on PBS

Premieres Sunday, Sept. 12 at 5 p.m.

The special, "Open a Book, Open the World", will air Sunday, Sept. 12 at 5 p.m. CDT. It will feature individuals such as Michael J. Fox, Roxane Gay, Lupita Nyong'o, Diane von Furstenberg, Bill Gates, and more!

Read More on the Upcoming TV Special

## Illinois Library Association 2021 Annual Conference

Early Bird Registration Ends Sept. 13

Early bird registration is open now through Sept. 13 for the 2021 ILA Annual Conference: Breaking Down Barriers, Building Up Communities. The conference will be held virtually from Oct. 12-14 and will feature live and recorded program sessions. See the list of registration dates, costs, and more details at **ila.org**.

## Building Your Grants Success Regional Conference

Presented by Grant Professionals Association St. Louis Regional Chapter and Governmental Grant Professionals Sept. 21, 8 a.m.-5 p.m.

Join GPA St. Louis for their regional conference virtually on Sept. 21 featuring keynote speaker Dr. Rekha Rajan, Program Leader, Master of Art in Grant Writing, Management, and Evaluation. Visit their website for



#### Quick Links

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Subject: One week left to nominate your librarian!

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## One week left to nominate your librarian!

Do you love librarians? Do you think they deserve to be recognized for their innovation, service, and contributions to their communities? Would your librarian like to win \$5000?

If you answered YES to any of those questions, you should nominate your favorite librarian for the prestigious I Love My Librarian Award. This national award recognizes librarians working in public, school, college, community college, or university libraries for their outstanding public service contributions.

Award recipients will receive \$5000 and be honored at a ceremony in January 2022.

Don't delay! Nominations close September 27 at 11:59 p.m. CT.

Nominate your librarian today!

Want to resubmit a nomination from a previous year?

We've made it easy.









American Library Association 225 N Michigan Ave. Suite 1300 Chicago, IL 60601 | 1.800.545.2433

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