



Southeast Signal

News, Events, and Information from Around the System

From the Director



Last month I talked about writing the job description and job ad for hiring a new employee. This month I'm going to follow-up by talking about the questions you would ask at an interview. For

those of you who don't have other employees, some of this could also apply if you are looking at bringing in volunteers.

Like last time, you may want to double check with your city or village office, or institution's administration first if there are any required questions or official guidelines. In my experience, it is a real mixed bag as far as what groups have those guidelines so I can't give you any rule of thumb on that.

You should start your process by deciding what questions you want to ask before you get to the actual interviews. Remember, you only have a limited time with each candidate, so you want to make sure the questions you choose will provide information that will help you make a choice. Deciding beforehand, and asking the same questions to all your candidates makes comparison much easier.

When making your list of questions, try not to ask things that can be answered with one-word answers. The interview is your best time to gauge things like

verbal communication skills, ability for candidates to think on their feet and to have a back and forth to clarify levels of experience, so create questions that encourage a somewhat longer answer. How they answer is sometimes as important as what they say.

Another thing to avoid are questions in areas such as the person's detailed health status, religious preferences, political leanings, ethnic background, or clues about their age. Only in an extremely tiny number of exemptions can those factors be used to make hiring decisions.

Now – some questions to ask. Ask them for examples of specific work experience or approaches to tasks. For example, "Please tell me about a time you dealt with a difficult customer" can bring out if they tend to refer to policy, take things to their boss, or try to calm things down. I like to ask "What things frustrate you in a workplace" as that gives me a clue on what type of worker they will be and what management approaches I would need to use if this person was my employee.

There are lots of sample questions to look at if you search online. Some may need to be adjusted for your exact situation, but it can be a good starting point.

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Calendar



January 18, National Winnie the Pooh Day

January 19, Edgar Allen Poe's Birthday

January 21, Martin Luther King Jr. Day, SELS Office Closed

January 23, National Pie Day

January 24, [CASTL, Fairmont Public Library, "Do we really need teen programming?"](#)

January 26, National Peanut Brittle Day

January 27, Lewis Carroll's Birthday

January 28, National Have Fun at Work Day

February, Library Lovers' Month

February 8, National Kite Flying Day

February 12, Judy Blume's Birthday

February 22, [Big Talk from Small Libraries,](#)

March 7, ["Developmentally Appropriate Practices in Youth Services Programming," Ashland Public Library, 9:30-4:00](#)

March 29, ["Communication Bootcamp with Pat Wagner," Walt Branch Library, 10:00-4:00](#)

Photo of the Month



Welcome Winter! Mead Public Library heralded the arrival of the season with a party on December 4. Thirteen children and eight adults gathered to read stories, make snowflake mobiles and snow measuring rulers, and decorate candy cane cookies. Each child attending took home a stocking hat or pair of mittens hand-knit by a community member, a new book, and warmest wishes for the season.

CASTL Wrap-Up

Upcoming CASTL Meetings

January 24

Fairmont Public Library
“Do we really need teen programming?”

February 21

Hruska Memorial
Public Library,
David City
“New Year, New Goals!
Setting Manageable
Goals”

March 21

Pawnee City
Public Library
“How a Very Small Li-
brary Created Programs
with Huge Success”

April 25

Hebron Secrest Library
“Using Free Digital
Resources”

The theme of Dec. 7th was "Things we wished we would have known..." Participants at the CASTL hosted by Heather Koenecke of Auburn Memorial Library discussed skills they had learned on the job.

One of the first items mentioned was the lack of preparation for the political nature of the position of library director and for how much time is consumed by matters related to the governance of the library. Our librarians have also learned that it is essential to discern what goals are worth the time and energy it may take to achieve them. In other words, "Pick your battles."

The city or village budgeting process was also universally found to have a steep learning curve, and since every locale has different practices, previous experience does not adequately prepare a person.

For some, building maintenance has involved substantial learning, and communication between a village or the city on such issues has been quite important and sometimes challenging.

Networking with other people, especially fellow librarians, and using them as resources when questions or problems arise was found to be quite helpful.

Learning about how to dialogue with patrons has also taken place; it was discussed how this is a bit of an art. A crucial aspect is to never assume a defensive position.

Everybody has had to adjust to technology developments. This includes increased use of individually owned devices accessing the library's WIFI and (sometimes) a correspondingly lower need for the library itself to provide computer access. It also involves adjusting to the advent of subscription based software in cost effective ways.

We seemed to also have all learned that we cannot always help people in the ways that they expect or want. We can't type Christmas letters, magically retrieve passwords, fill out a job application, etc., although we still provide technology support for usage of library owned computers or apps associated with the library.

Upcoming Basic Skills Courses

To see the list of upcoming classes, [click here](#). Here's what's coming up next:

<u>Dates of Class</u>	<u>Topic</u>	<u>Registration</u>
Feb. 11—Feb. 22	Customer Service	Jan. 14—Feb. 1
March 3—March 15	Library Governance	Feb. 4—Feb. 22
March 18—March 29	Library Technology	Feb. 18—March 1

News Around the System

Plymouth Library holds Holiday Craft Fair

Story and photos by Ellen Vorderstrasse

Plymouth Library held the annual Library Holiday Craft Fair on December 1st, with 11 vendors and many shoppers. The craft fair was a big success in spite of wet and cold winter weather! It is a fundraiser for the library as well as a fun community event. In the photos, you will see the craft fair table "Grandpa's Workshop" with vendor Lorin Bartels, as well as the shoppers in the Community Building.



Creative Crafts in Auburn

Provided by Heather Koenecke

Pictured are two of the crafts created recently at Auburn Memorial Library by the older children that attended the craft hours. The snowman is a battery operated tea light candle so his nose will light up. The "trunk" of the tree is a cinnamon stick.

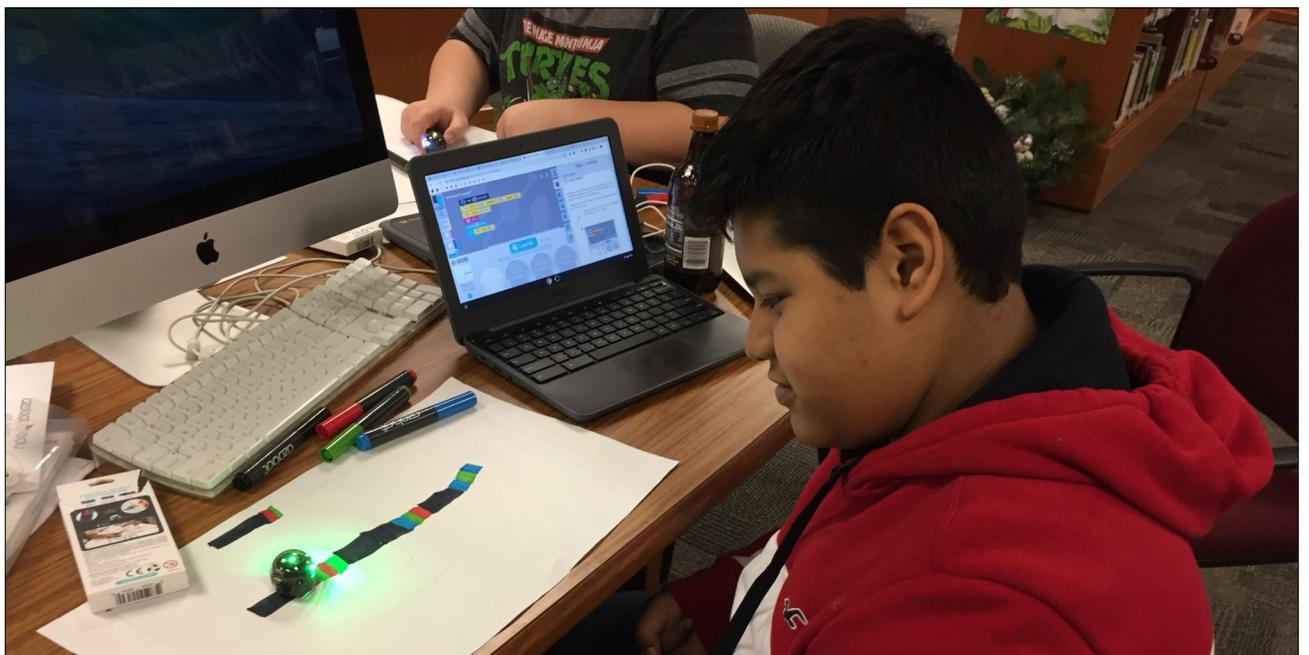
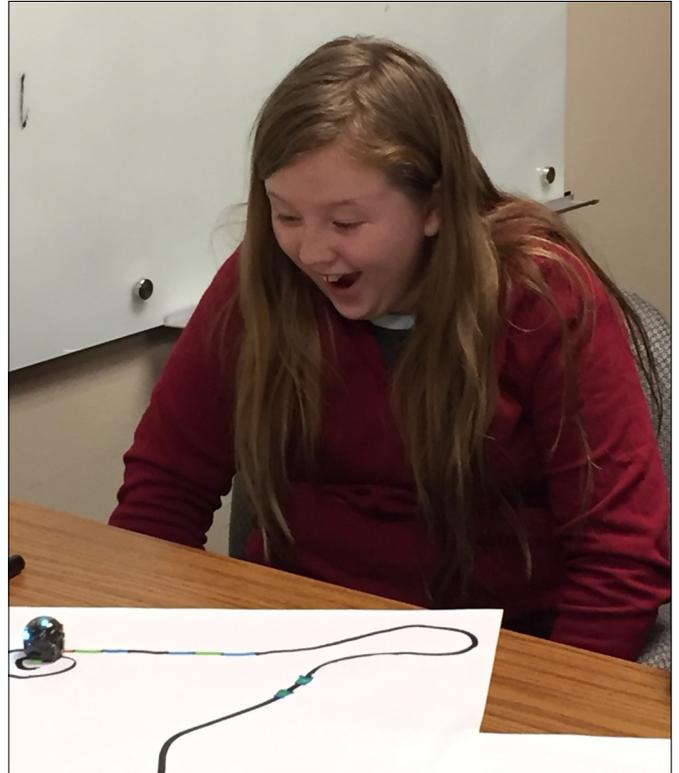


News Around the System

Shelby Community Library Hosts Coding Experiences

By Sherri Nielsen

The Shelby Community Library has held two nights of coding experiences. The activities were made possible by the NLC's Youth Grant for Excellence awarded in November. The first night was spent exploring Scratch Coding, a free App that can be downloaded to your device. The instruction was led by Jeremy West, a technology instructor at Shelby-Rising City Public School. Students were able to program their Scratch boards to make sounds, move a character, interact with other characters and save their creations. The second night of coding included LittleBits, ozobots, cubelets, and Makey Makeys. Instruction was led by Sherri Nielsen, Media Specialist at Shelby-Rising City Public School. Students were able to build circuits, build robots and control the speed, direction and other variables with their hands or laptops, make banana bongos, and code pathways for their ozobots. These were the first two of five planned events for Middle School aged patrons of the library. The other events will include 3-D puzzle night, a Maker Space night, and a board game night.



News Around the System

We're Yeti for a Good Read at the Aurora Media Center!

By Emmy Fiala, K-12 Media Specialist, Aurora MS/HS Media Center



Two Fun Events in Falls City

By Allie Bierman

The Falls City Library & Arts Center hosted a girls day where they invited Kindergarten through 5th grade girls to come make bath bombs, get their fingernails painted, color pictures, play games with friends, and watch a movie!

They also had a New Year's Eve party at noon for the kids with snacks, games and noise making!



News Around the System

The New Crete Public Library is Fully Funded

Story and photos by Joy Stevenson

With the recent donations of \$150,000 from the Acklie Family Foundation (Crete Carrier Corporation) and \$20,000 from the Abel Foundation, the new Crete Public Library is now fully funded. The \$7.4 million building has been funded by \$4.2 million from the 2016 bond issue, \$2 million from grants, almost \$500,000 from individual donors, \$250,000 from the Friends of the Crete Public Library and \$150,000 from local corporations.



Popular Maze Program Takes Place in Stromsburg

Picture and photos by Emily Tandy

Throughout the end of December and beginning of January we hosted a variety of Christmas break activities at the Stromsburg Public Library. Our most popular was the "How to Draw Mazes" class held on December 26. This class was taught by Eric J. Eckert of York, the Guinness Book record holder for world's largest hand drawn maze. We had a great turnout - 18 kids - and they were very engaged! Eckert taught about different types of mazes, gave tips and help, showed examples of his own maze art, and explained the process of getting into the Guinness Book. The kids spent time on working on creating mazes and really enjoyed being able to make one of their own!



News Around the System

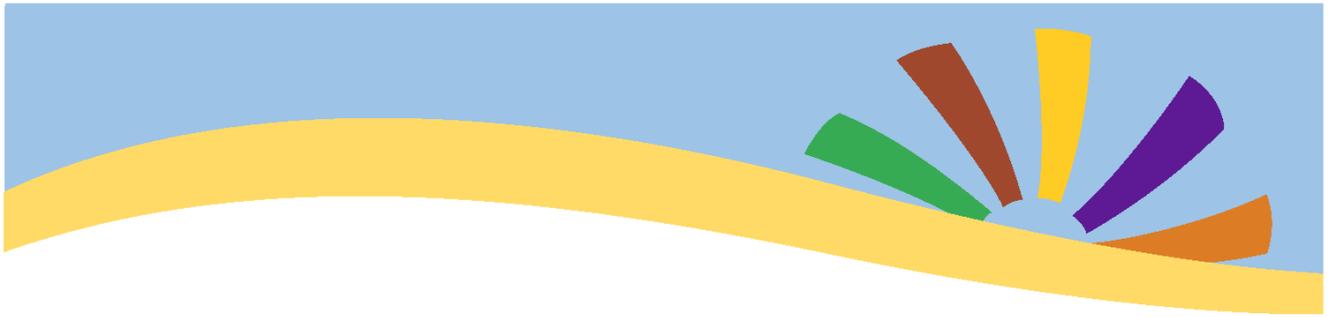
Library Offers Holiday Family Programs

By Charlotte Baldinger, photos by Olivia Garske

Seward Memorial Library provided families with special holiday programs during December. On Saturday, Dec. 15, parents, grandparents and children came to the library to decorate gingerbread houses. The staff and Friends of Seward Library spent a prior morning assembling the little houses so that when the guests arrived they were ready to be personalized. Over 30 people came.

On Monday, December 31 about 100 people came to the library to welcome 2019 a little early at the "Noon Year's Eve Party." The library staffed several craft stations on the main floor. Children learned a song, listened to a story, assembled clocks, decorated masks, colored hats and created noise makers. Then a few minutes before noon they gathered in the lower level for the countdown with the Mayor. At 12 o'clock over 150 balloons fell from the ceiling. The children cheered, popped bubble wrap, snapped glow sticks and enjoyed tossing balloons. Parents were treated to a family celebration that was not past their children's bedtime.





Developmentally Appropriate Practices in Youth Services Programming

With Kristy Feden

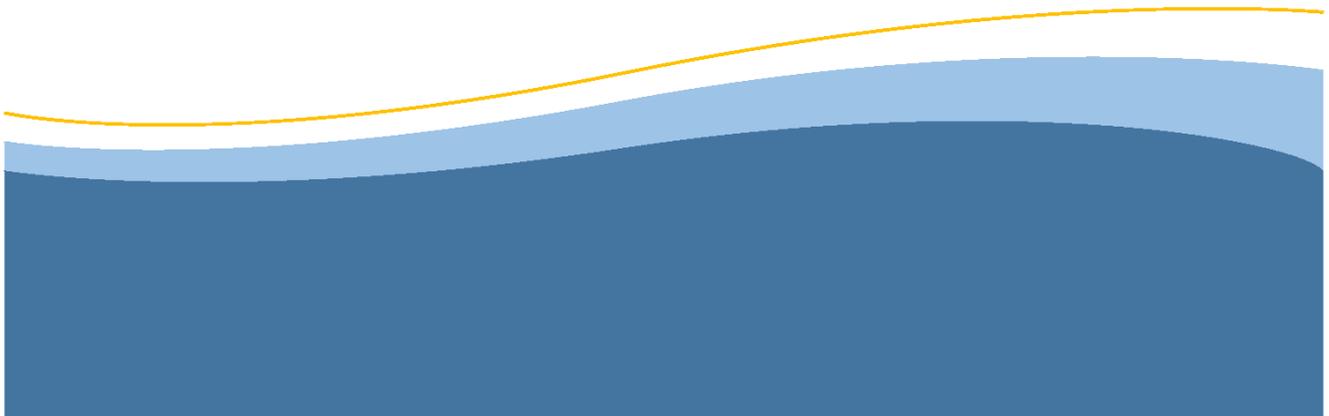
- * Did you hear Kristy at the Youth Services Retreat and are ready to learn more? Or are you simply interested in learning how to enhance your practices in regard to programming with children, ranging in age from pre-K to teens? Come to this free workshop to be motivated and to discover the power of intentional activities that are grounded developmentally appropriate practices!

March 7, 9:30 to 4 pm

Ashland Public Library

Register at:

<https://goo.gl/forms/khluEUfVEq2ORRKx2>





Communication Bootcamp with Pat Wagner

Walt Branch Library, Lincoln

Free! 5 CE

March 29, 10:00—4:00

Sharpen the content and delivery of messages to support your library's success and to help further your career. The theme: How to be more influential, regardless of who you are or your position in the library.

For more information and to register, click on the following link:

<http://bit.ly/pwagner>

This activity is supported in part with funding from the State of Nebraska and from the Institute of Museum and Library Services under the provision of the Library Services and Technology Act as administered by the Nebraska Library Commission.

System Spotlight



Hello!

My name is Winter Daniel and I serve as the new Administrative Assistant for Southeast Library System. I am originally from Cedar Park, Texas. I am an undergraduate student at the University of Nebraska-Lincoln studying political science. My concentrations include international relations, foreign affairs, human rights, criminal justice, law, national security studies, and public policy. I started working with public libraries starting out as a library aide for the Loren C Eiseley Branch Library of Lincoln City Libraries.

I started out as a childcare worker in various preschools and daycares. Additionally, I worked as the Community Engagement Intern & Project Implementation Assistant Intern

during the summer of 2018 at the Texas Department of Family and Protective Services. Furthermore, I am currently employed as a data collector for the Nebraska Center for Research on Children, Youth, Families, and Schools.

During my time at UNL, I participated in a number of clubs/organizations including Afrikan Peoples Union and the Cornhusker Marching Band. In conjunction with these activities, I am a pre-law student hoping to attend law school to become a Guardian Ad Litem as well as a Law Librarian.

I am very excited to be serving with Southeast Library System!

Southeast Library System

<http://libraries.ne.gov/SELS/>

Butler • Clay • Fillmore • Gage • Hamilton • Jefferson • Johnson • Lancaster • Merrick • Nemaha • Nuckolls •
Otoe • Pawnee • Polk • Richardson • Saline • Saunders • Seward • Thayer • York

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