



# KEYNOTE\*

FOR

PARAPROFESSIONALS

Vol. 21 No. 1

WINTER/SPRING  
2005

NLA

*Paraprofessionals are the key @ your library*<sup>®</sup>

## *Message from the Chair*

I'm looking forward to chairing the NLA Paraprofessional Section in the coming year. My goals for the year are to increase awareness of the Paraprofessional Section, increase membership, and encourage paraprofessionals to become more involved in NLA and other library organizations. The only qualifications for Para membership is that you belong to NLA. The Paraprofessional Section is the section to join if you work in a library, are in contact with librarians, are in the process of becoming a librarian, or just want to be a part of the best section in NLA.

The Paraprofessional Section strives to provide excellent continuing education programs to its members that will enhance their library career. Each year we host an annual spring videoconference that is broadcast across the state. This year the spring conference will be held on March 16, 2005 and the topic will be "Reach Out @ your library<sup>®</sup>". We will once again cosponsor a fall preconference with the topic focusing on mental health issues. We have also planned for some excellent sessions for fall conference. I encourage each of you to take advantage of the excellent continuing education opportunities we offer you.

I welcome your calls and e-mails concerning paraprofessional issues. Feel free to call me at 402-471-4008 or e-mail me at mnehls@nlc.state.ne.us. I look forward to serving you for the incoming year.

Maria Medrano-Nehls,  
Chair of Paraprofessionals

## *Paraprofessional of the Year*

The paraprofessionals, who are so very important to the libraries in Nebraska, are all deserving of praise! However, each year the Paraprofessional Section of NLA has the opportunity of honoring ONE exceptional individual with the Paraprofessional of the Year Award. While the

deadline for nominations is July 31, 2005, now is the time to begin thinking about names to submit. Go to <<http://www.nebraskalibraries.org/PARA/paraofyear.html>> for the criteria for selection, what the winner receives, and a nomination form. There is also a list of the past awardees.

This past year's award went to Robin Brooks, Assistant Director of the Kilgore Memorial Library in York. Robin's enthusiasm and hard work in her own library and in NLA makes her well-deserving of Para-Of-The-Year.

I look forward to seeing lots of nominations this year and know that whoever wins will be most deserving of this award.

Nancy Meyer  
Citations Chair

## *Farewell to one of our Officers*

Mary Geibel, Secretary/Receptionist at the Nebraska Library Commission has been the Citations Chair and the Publicity Chair for the Paraprofessional Section for about 10 years. She has been working at the Nebraska Library Commission for almost 20 years and has been a member of the Paraprofessional Section since 1987. Thank you Mary for all of your hard work. Below is a brief biography of Mary.

*I was born and raised in Ogallala, Nebraska and attended the Lincoln School of Commerce and received my Word Processing diploma and started working for the Library Commission after that. I met my husband John in Ogallala and we moved to Lincoln together to go to school. We have been married 16 years and have two wonderful boys, Sean who is 10 years old and Nikolas who is 6. We also have a dog and a new kitten.*

*I enjoy spending time with my children, reading (any fictional books), spending time outside in the yard, a variety of video games, and shopping. I'm also a Cub Scout Assistant Den Leader, a kindergarten teacher for our Kids Night Club at our church, and I volunteer at a Lincoln Public School each week. I try to keep busy and enjoy each day.*

*I think the most important issue facing the library world now is - well, there are many issues troubling the library world today, like state/federal funding, salaries, and having a physical library to go to compared to the Internet. There is a lot of talk about where are our libraries going with access to so much on the Internet. Because libraries offer free access to all, they bring opportunity to all. The greatest resources in each of these libraries are the librarians and library workers. Research has found that even school libraries are critical to student academic achievement. We just all need to continue promoting library service and librarianship.*

Being part of the Paraprofessional Board is a rewarding experience. I urge you to consider it if you are asked!

Nancy Meyer  
Citations Chair

## *Minutes From Paraprofessional Fall General Meeting*

Nebraska Library Association Paraprofessional Section  
General Meeting  
October 8, 2004

Seventeen people met for lunch and the Paraprofessional Section business meeting during the NLA/NEMA Fall Conference in Grand Island. Robin Brooks, Chair, added two items to the agenda – pre-conference and drawings.

The minutes from the March 17, 2004 general meeting were reviewed. Rienne Johnson moved and Matt Rohde seconded to accept the report. Motion carried.

Jenni Puchalla presented a written treasurer's report. There is a balance of \$282.63.

Robin Brooks presented a written Annual Report. The Spring Conference and Fall Conference went very well.

### New Business:

A. Jacque Crocker presented the bylaw changes.

Motion #1. "The Bylaws Chair moves to delete the last clause of the last sentence in Article VII, Section 4 Treasurer and Article X Section 3 Audit Policy, and at the same time change the citation for Fiscal Policy to Article X, Section 3." Janet Greser seconded. Motion carried.

Motion #2. "The Bylaws Chair moves to delete the third and fifth sentences in the Bylaws Committee duties section, and to delete the word 'then' in the resulting final sentence and replace it with the word 'further.'" Matt Rohde seconded. Motion carried.

B. The NLA fiscal year change has been tabled. Any questions about the change should be routed through each section chair.

C. Janet Greser and Rienne Johnson have been working on the paraprofessional section webpage. Rienne presented the new format which is easier to read and links to other information. The webpage will be updated on a regular basis.

D. Preconference. Maria reported on an excellent program with 90 people registered. People came from other states. The bags given out were filled with lots of information including a T-shirt and were well received. The evaluations were very good. It worked well to pair up with the other sections.

E. Drawings were held for the raffle and door prize. Raffle items were made by Kathy Dukes and Nancy Meyer. Unfortunately a few of the items were taken from the Para's table. Winners included Nancy Escamilla (bag), Kathy Terrell & Matt Rohde (books), Toni Reese & Sally Payne (mugs with candy) and Robin Brooks (flower arrangement).

Election Results:

Matt Rohde – Vice Chair/Chair Elect

Rienne Johnson – Secretary

Awards: Robin Brooks was presented with the Paraprofessional of the Year Award.

Nancy Meyer was presented with a certificate as outgoing Secretary.

Installation of Officers:

Maria Medrano-Nehls - Chair

Matt Rohde – Vice Chair/Chair Elect

Rienne Johnson – Secretary

Meeting adjourned.

Respectfully submitted,

Nancy Meyer, Paraprofessional Section Secretary

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***Upcoming Events***

**Paraprofessional Spring Conference March 16, 2005**

Please see the Para Web Site for more details as they become available or the enclosed flyer:

<http://www.nebraskalibraries.org/PARA/paraconference.html>.

**Other Spring Meetings:**

The College & University Spring Meeting will be a joint meeting with the Technical Services Round Table, May 27, 2005 at Doane College in Crete. The theme is *Nebraska Libraries: It's a Small World After All*.

## *Annual Report for 2003-2004*

### **Paraprofessional Section Annual Report September 2004**

The Paraprofessional Section had its fall general meeting at the NLA Fall Conference on October 31, 2003.

The Spring Teleconference was held on March 17, 2004. Sessions included Customer and Co-Workers Etiquette/Staff Relations with Julie Simpson and Robin Brooks, Hispanic Resources with Sally Snyder and Maria Medrano-Nehls, and Young Adult Services with Toni Reese. There were eight satellite locations across the state with a total of forty attendees. A videotape of the sessions is available from the Nebraska Library Commission, and can be used for staff development purposes and to obtain continuing education hours for certification purposes.

### **Fall Conference Programs:**

The Section is sponsoring or co-sponsoring the following sessions at the 2004 Fall Conference:

Hispanic Voices @ your library® preconference, co-chaired by Paraprofessionals Maria Medrano-Nehls and Janet Greser. (Co-sponsored with Special & Institutional, School Children's and Young People's Sections of the Nebraska Library Association; Nebraska Educational Media Association; Scottsbluff Public Library; the Omaha Public Library (South Branch) and the Nebraska Library Commission.)

The Importance of a Reliable Interpreter/Translator

Medical Information in Spanish

Microsoft Word Hands-on Workshop (co-sponsored with ITART)

Migrant Resources for Nebraska Libraries (co-sponsored with Public Library)

### **Officers for 2004-2005**

The nominating committee recruited candidates for the Vice Chair/Chair Elect and Secretary/Treasurer positions. The candidates were placed before the membership for election. The results are Vice Chair/Chair elect: Matt Rohde, UNO, and Secretary: Rienne Johnson, Creighton.

### **Paraprofessional of the Year Award**

The Paraprofessional of the Year award was given to Robin Brooks, Youth Services Librarian and Assistant Director at Kilgore Memorial Library in York. Robin is a member of NLA, chair of the Paraprofessional Section, and is working on an MLS degree through the University of Missouri at Columbia.

There are 58 members in the Paraprofessional Section.

Respectfully submitted

Robin R. Brooks, Chair, 2003-2004

## *Article by a Guest Paraprofessional*

### **Why join the Paraprofessional Section of NLA?**

This is the section to join if you work in a library, are in contact with librarians, are in the process of becoming a librarian, or just want to be a part of the best section in NLA. We encourage all of the paraprofessionals who join NLA to check the Paraprofessional section box on the form. If you have already sent in your membership renewal and checked another box, for only \$5 more you can join our section. The Paras are a hard working, fun group who sponsor a Spring Video Conference and several sessions at the NLA/NEMA Fall Conference each year. Library directors, please encourage your staff to consider joining the Paraprofessional Section in 2005. We all need to be advocates for libraries in Nebraska.

#### **Mission Statement**

The Paraprofessional Section of the Nebraska Library Association (NLA) supports and promotes the Association and library paraprofessionals in all libraries, media centers, and information services within the state of Nebraska. Our mission is communication, growth, and development in our profession, and to make contributions toward providing, fostering, promoting, and preserving the free exchange of information.

#### **Objectives**

- To encourage paraprofessional involvement in NLA for the betterment of the library profession.
- To advance the status of paraprofessionals.
- To serve as a clearinghouse for information relating to paraprofessionals.
- To promote continuing education for paraprofessionals which might include the organization of workshops or seminars dealing with paraprofessional needs or interests.
- To encourage the advertisement of paraprofessional employment opportunities.
- To provide a scholarship to a member who applies for participation in paraprofessional activities.

#### **Past Seminars/Workshops**

- When to Call the System...When to Call the Commission
- Technology Stress
- When to Throw (Collection Development)
- Talking Book & Braille Service
- ILL & Backup Reference
- Book Repair
- Electronic Library
- Customer Service
- Nebraska Library Commission Web Site: Working for you @ your library®

- Get a Career @ your library®
- Windows Workshops – how to effectively use Microsoft Word, PowerPoint & Excel
- Customer and Co-Workers Etiquette/Staff Relations (Spring Conference)
- Hispanic Resources (Spring Conference)
- Young Adult Services (Spring Conference)
- 2004 Pre-conference – Hispanic Voices @ your library® – co-sponsored with NEMA, SCYP and S&I (Fall Conference)
- Medical Information for your Hispanic Community (Para and S&I) (Fall Conference)
- What you need to know about Interpreters and Translators (Para and S&I) (Fall Conference)
- Word & Excel Workshops – (hands-on) (Fall Conference)

### **Future Seminars/Workshops (Spring/Fall 2005)**

- Distance Education: Materials and Access for Your Library
- Teens and Computers: Room for ALL
- “You Don’t Have Books on That?” Collection Development
- Preconference – Mental Health Issues – co-sponsored with S&I (Fall Conference)
- Diversity (Fall Conference)
- Roberts Rules of Order (Fall Conference)
- Library Jeopardy (Fall Conference)
- Cultural Beliefs (Fall Conference)

Maria Medrano-Nehls  
NLA Paraprofessional Chair

## *Scholarships*

**Are you a member of the NLA Paraprofessional Section?  
Have you ever wanted to attend Legislative Day?  
Would you like to attend this year?**

The Paraprofessional Section is currently offering two scholarships to NLA Para’s to attend NLA Legislative Day, Feb. 23. We are hoping to encourage Paras to be more active in government issues and make them aware of how legislative issues can affect libraries.

The Nebraska Library Association Legislative Day theme is: Literacy & Learning @ your library®, and will focus on the role libraries play in providing reading skills for all ages and ethnic backgrounds in order to prepare both kids and adults for the challenges of today’s society. At the luncheon we will again recognize youth for their involvement with a local public or school library.

The scholarship recipients will be asked to submit an article about their experience to the Para's newsletter. If you are interested submit a request to [parab@nlc.state.ne.us](mailto:parab@nlc.state.ne.us), please include your name, address, email, phone, and library affiliation.

For more information on Legislative day:  
<http://www.nlc.state.ne.us/system/republican/LegDay05.pdf>

## *Let's Meet Our Officers*

### **Paraprofessional Vice-Chair/Chair-Elect: Matt Rohde**

Matt is currently Day Circulation Supervisor at the University of Nebraska at Omaha. Matt has a long and checkered career; he has managed a small non-profit company, managed bookstores, and served on several non-profit boards. Matt's hobbies are reading, traveling, and of course continuing his education. He is currently pursuing a Bachelor of Science degree, with a major in Library Science at UNO. Matt has served on the Eastern Library System Board for six years (two as president). He served on the Board of Directors for Omaha Chapter Inc. for two years as Secretary; and Matt currently serves on boards of the Friends of the UNO Library, as an alternate on the Eastern Library System board, and as Vice-Chair/Chair-Elect for the Para Professional Section of NLA. He is a lifetime resident of Omaha, but spent many happy times on family farms near Burwell and Lebanon, Nebraska.

### **Paraprofessional Publicity Chair: Jennifer Wrampe**

Jennifer works for the Nebraska Library Commission as a Documents Staff Assistant. Her responsibilities include processing Federal Government Documents and adding them to the online system, as well as assisting with Nebraska State Documents. In addition, Jennifer's voice may be heard when you call the Library Commission, as she spends two hours a day working in the second floor reception/switchboard area. Between answering calls, she assists with a variety of administrative and communications projects. Previous work experience includes being an administrative assistant for the Nebraska Student Loan Program, office assistant for a plumbing company, and part of the sales staff for a window and sliding glass door manufacturer. Jennifer is originally from Auburn and remembers visiting her local public and high school libraries. Jennifer holds a diploma in Tour and Travel from the Lincoln School of Commerce. She likes to read mysteries and romances, particularly those of Nora Roberts. Together with her husband, Jace, and 3 year old daughter, Jessica, she enjoys camping and spending time with her family and friends.

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### ***KEYNOTE FOR PARAPROFESSIONALS***

Semiannual Newsletter of the Nebraska Library Association Paraprofessional Section.  
Free to current Section members, published in mid spring and early fall.

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URL: <http://www.nebraskalibraries.org/PARA/>

NLA Mailing List: <http://www.nlc.state.ne.us/lists/nlalist.html>

## *NLA Fall 2005 Conference*

**Nebraska Library Association/  
Nebraska Educational Media Association  
2005 Conference  
Libraries: Heart and Soul of Communities  
September 28-30, 2005  
Cornhusker Hotel, Lincoln, Nebraska  
<http://www.nla-nema2005.info/>**

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