

# KEYNOTE\*

FOR

PARAPROFESSIONALS

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NLA

*Paraprofessionals are the key @ your library*®

## *Message from the Paraprofessional Chair*

2008! Year of the Para!!

Plans are underway to celebrate the 25th Anniversary of our wonderful section. We will be looking back, having fun with silver and looking towards the next 25 years. The 2008 year will be a fun filled year for all in the Para section. With our fabulous Spring Meeting March 19th, fun filled activities and great sessions planned for NLA Conference in October, and all kinds of items on the Year of the Para celebration. I hope that you will be able to join in the fun of celebrating, grow as a Para, and get a chance to meet some of the other wonderful Paras in our group. I look forward to meeting many of you, growing the Para Section and celebrating with you the fun of being a Para.

La Raine Cihak, Chair of the Paraprofessional Section

## *Scholarships Given by the Para Section*

2007 - Scholarships given for:

Fall NLA/NEMA Conference - \$50 each

Jenni Puchalla, Administrative Assistant, Southeast Library System

Karen Frank, Director, Greenwood Public Library

Here's a link to the History of all of the Scholarships given by the Paraprofessional Section:

[http://www.nebraskalibraries.org/PARA/parahistory.html#Past\\_Para\\_Scholarships\\_Recipients](http://www.nebraskalibraries.org/PARA/parahistory.html#Past_Para_Scholarships_Recipients).

Jennifer Wrampe,  
Publicity/Citations Chair

# 2008 Paraprofessional Spring Meeting

Nebraska Library Association



## Paraprofessional Section 2008 Spring Meeting Schedule *Library Puzzle: Putting the Pieces Together @ Your Library* Wednesday, March 19, 2008 10 a.m. - 1 p.m. CT Paraprofessionals Spring General Meeting 1:00 - 1:45 p.m.

**Programs** (3 sessions, each one 50 minutes with a 5-10 minute break between):

- **Checkin** 9:45 - 10:00 a.m. CT
- **Welcome from Para Chair, La Raine Cihak** 10:00 - 10:05 a.m. CT
- **Session I - Fitting Your Library into the Community**  
**Speakers:** Nancy Bush, Brenda Ealey, Kathy Tooker
- **Session II - Library is More than the Sum of its Departments**  
**Speakers:** Angela Kroeger
- **Session III - Holding It All Together**

### **Paraprofessionals Spring General Meeting** 1:00 - 1:45 p.m. CT

La Raine Cihak, Chair of Paraprofessionals, will guide us through our annual spring general meeting. Those who have paid for lunch at the Lincoln or Omaha site will have lunch at this time. If you are not paying for lunch, but wish to bring your own you're welcome to.

### **Sites:**

This year's meeting will be telecast to several sites across the state (we will cancel any sites not having at least one participant by the registration deadline-see below). **If you have questions on sites (even adding a closer one to your location) please use the contact information below.** If you want to talk and network with people, then come to Lincoln or Omaha these are our biggest site locations!

**Ainsworth**, Ainsworth Community Schools, 520 E 2nd St.

**Beatrice**, ESU 5, 900 W Court

**Broken Bow Public Library**, 626 S. D St.

**Columbus**, North Education Center, Central Community College, 4500 63rd St, North Education Center

**Hastings**, ESU 9, 1113 E. South St.

**Kearney**, Educational Service Unit #10, 76 Plaza Blvd, Conference Room A

**Lincoln**, NET (Nebraska Educational Telecommunications), 1800 North 33rd

**Norfolk** Northeast Community College, 801 E. Benjamin, Lifelong Learning Center, Suite D

**North Platte**, Mid-Plains Community College, 601 W State Farm Rd

**Omaha**, University of Ne. Medical Center, DRC Rm# 1006 (DURHAM RESEARCH CENTER) on Charles Durham Plaza. Parking is available on the Northeast corner of Charles Durham Plaza Emile (map can be provided with registration)  
**Scottsbluff**, ESU 13, 4215 Ave. I  
**Sidney**, Western Nebraska Community College, 371 College Drive

***Registration deadline is Wednesday, March 13, 2008***

***This is a firm date. Late or onsite registrations will not be accepted.***

**Registration form -- please print and snail mail (faxes will not be accepted) to:**

**Contact:** Martha Grenzeback, 8001 Harney St., Omaha NE 68114 (home address) , 402-250-7230 (cell phone), E-mail: [graymatters@alltel.net](mailto:graymatters@alltel.net)

**If you cannot make payment by registration deadline please inform our contact person.**

Registrant's Name: \_\_\_\_\_

Library: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

I will attend the Para Conference at this [site](#): \_\_\_\_\_

**My fee is (check one and make check payable to the Paraprofessional Section, if payment cannot be made by the **deadline** date please call the contact):**

- \$17 - **non-member of NLA or NEMA** (includes lunch\* at the Lincoln or Omaha site)
- \$14 without lunch\* (at any site)
- \$14 - **member of NLA or NEMA or a library student** (includes lunch\* at the Lincoln or Omaha site)
- \$11 without lunch\* (at any site)
- \$12 - **Para** member (includes lunch\* at the Lincoln or Omaha site)
- \$9 without lunch\* (at any site)

**\*Lunch** is served at Lincoln and Omaha during the Paraprofessional Spring General Meeting, you may bring your own lunch/snacks if you prefer and still stay for the meeting from 1 - 1:45 p.m.

**Notes:**

No refunds.

Continuing Education (CE) credits will be 3 hours for the day (you will need to attend all three sessions to receive this).

Videotapes will be available for loan after the conference as in [past years](#).

## *2008 Paraprofessional of the Year*

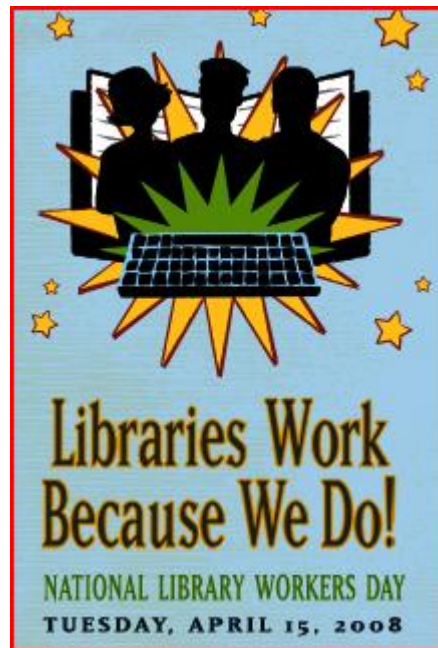
The Paraprofessional Section of NLA is now accepting nominations for the Paraprofessional of the Year Award. Nominations are due on **July 31, 2008**. The award will be presented at the NLA/NEMA Fall Conference in Kearney.

The awardee will receive a one-year paid membership to NLA, in the Paraprofessional Section and \$50. Please consider a deserving individual in your library or media center for this award. You may go to the Paraprofessional Section website for information and the nomination form. <http://www.nebraskalibraries.org/PARA/paraofyear.html>.

It is important to be recognized for exceptional work and involvement in library service and for leadership in professional organizations. There are many deserving individuals and I encourage nominations for this award. Don't wait for the deadline - do it today!

Thank you,  
Jennifer Wrampe  
Publicity/Citations Chair

## *What's Your Library doing?*



<http://www.ala-apa.org/about/nlwd.html>

## ***2008 NLA Spring Meetings***

### **May 9, 2008: NLA College & University 2008 Spring Meeting**

Spring 2008 C&U Spring Meeting to be held at Bellevue University on May 9. Theme will be "Meeting the Library and Information Needs of Nebraska's Diverse Populations". Details on the Spring Meeting and information on submitting a program proposal please visit the C&U section web site at <http://www.nebraskalibraries.org/cu/>.

**Location:** Bellevue University

**Contact:** Nancy Busch, 402-472-2526, [nbusch2@unl.edu](mailto:nbusch2@unl.edu)

### **April 25, 2008: TSRT Spring Meeting**

Spelunking or Serendipity: Discovery in the Catalog  
<http://www.nebraskalibraries.org/TSRT/>

**Location:** The Leadership Center, Aurora, NE

**Contact:** Sheryl Williams, [swilliam@unmc.edu](mailto:swilliam@unmc.edu)

## ***Let's Meet Our Officers***

### **Paraprofessional Vice-Chair/Chair Elect: Mary Gubbels**

Mary Gubbels is a Circulation Assistant at the Sump Memorial Library in Papillion. Mary also serves as volunteer coordinator, working with community service volunteers, high school job-site students, and adults. She encourages the arts by bringing music and exhibits to the library. Mary was named Paraprofessional of the Year in 2006. Personal interests include reading, art, and gardening and, now that the kids have all moved out, remodeling the house and travel! She and her family have lived in Papillion for almost nine years.

### **Paraprofessional Spring Program Chair: Martha Grenzeback**

Having earned her B.A. in Spanish and French, Martha began her professional life as a translator from French, Spanish, and Hebrew into English; but after many years spent doing other people's homework (translating, editing, and proofreading academic books and articles) she decided to go back to doing her own, and enrolled in the MLS program at the University of Missouri-Columbia. She hopes to graduate next winter, and is currently working as a paraprofessional (of course) at the Abrahams branch of the Omaha Public Library. Her husband works as a news photographer for Associated Press and they have three daughters, at least two of whom are in college at any given moment. Martha's interests are reading, history, genealogy, gardening, and long Paraprofessional board meetings.

# *Minutes from the Paraprofessional Fall General Meeting*

## **Paraprofessional Section Fall General Meeting Minutes October 26, 2007 Kearney, NE Business Meeting**

### **I. Call to Order** Gayle Roberts, Chair

Approval of Agenda

La Raine C. motioned, Nancy M. seconded

Approval of Minutes from Spring General Meeting March 14, 2007 Lincoln, NE

Jenni P. motioned, Angela K. seconded

Correspondence - None

### **II. Officer Reports**

Angela Kroeger attended the last board meeting in place of Gayle and reported about the NLA Store merchandise being sold and handed out as prizes at NLA\NEMA conference. There was also a discussion on the NLA paid positions.

Gayle's Annual Report can be found at the bottom of the minutes.

Jenni handed out the Budget; it has been filed for audit. Also our quarterly report has been filed with the NLA Treasurer, Devra Dragos.

No report from the secretary.

### **III. Reports from Committees**

**Bylaws Committee Chair:** Angela reported on the Spring Bylaws changes were all passed and have been updated on the web site.

**Citations & Publicity Committee Chair:** Jennifer handed out the Para of the Year Award to Angela Kroeger for 2006-2007; Angela received a certificate & a NLA Merchandise T-Shirt. Jennifer then gave a certificate to Gayle as out-going Chair and she received NLA Merchandise T-Shirt also.

Jennifer reported Scholarships given for:

Joining the Para Section - \$10 each:

Terri Johnson, North Platte

Legislative Day - \$15 each:

Gayle Roberts, University Library, University of Nebraska-Omaha

Janet Greser, Nebraska Library Commission

NLA Fall Conference – \$50 each

Jenni Puchalla, Southeast Library System, Lincoln  
Karen Frank, Directory of Greenwood Public Library  
Para Spring Meeting Offered- None applied

**Membership Committee Chair:** Karen Frank reported that 70% of the Para section returned their ballots for this year's election results, Mary Gubbels will be our vice chair for the new year.

**Newsletter & Web Committee Chair:** Janet Greser reported that the *Keynote* will be on the web mostly with an email sent out when it is up. Print copies go only to those individuals that do not have email addresses associated with their NLA Membership. We saved quite a bit doing the *Keynote* this way. Anyone can send in an article for the newsletter. The Para web site front page was handed out to attendees with requests of any changes needed to be sent to Janet, webmaster.

**Spring Program Chair:** Martha Grenzeback is our 2008 Spring Meeting Program Chair and along with Gayle's help they created the puzzle piece handouts that we advertised our Spring Meeting on all over the conference. **Theme:** The Library Puzzle; Putting the pieces together @ your library. Date: March 19, 2008 – Wed.

### III. Old Business - none

### IV. New Business

#### **Fall conference Basket Give-a-way, Publicity\Citations Chair, Jennifer Wrampe**

This year's Basket Theme was Hawaiian, and we did a Scavenger Hunt amongst the Non-Profit & Vendor booths to get attendees to all areas. We had 24 Vendors & 7 Non-Profits **Scavenger Hunt Co-Sponsors.** Jenni will be sending out a detailed list after conference as to how much came in and how much we spent. The Raffle Basket Winner was Allana Novotny, Nebraska Library Commission. A total of 72 prizes were distributed. Marjorie Brubaker (winner of the \$100 grand prize), Kathy Nelson (Spa basket), and Sheila Siegler (dinner certificate).

**2008 is the 25th anniversary of the Para Section** and we plan on getting a lot of mileage out of this "event", maybe a silver theme for the whole year. Maybe look into where are all of our members are from – demographically speaking, what do they do, who are they?

**NLA Memberclicks,** Gayle gave a report on the new NLA Mailing List and some of the new features it has.

**2008 NLA Legislative Chair:** Jenni Puchalla mentioned she could be calling on us to assist her in this new position.

**Bylaws Changes:** Angela read the suggested change (see insert at bottom of the minutes) and it had been in the Summer/Fall 2007 *Keynote*. All attendees agreed on the proposal so it has passed. Angela will make arrangements for getting the NLA web site updated, and Janet will take care of the Para website.

Gayle did her "farewell" speech to the board, and handed out her business card and gifts for executive board members.

**Installation Process:** Gayle read the installation script installing La Raine as our Chair and Angela stood in for Mary as of Chair Elect. Then Gayle handed the gavel over to La Raine.

We had several door prizes that were drawn for and handed out at the end of the meeting, including NLA Merchandise, Winnie the Pooh bank, table covering, and more.

**V. Next meeting**

Spring General Meeting Wednesday, 1pm, March 19, 2008 Spring Meeting

**VI. La Raine, as our new chair, adjourned the meeting.**

Karen F. motioned, Terri J. seconded

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**Annual Report of the Paraprofessional Section  
October 26, 2007**

1) The Section's Board met 4 times during the year to conduct business, plan sessions for Spring and Fall conferences, to plan ways to convince people to run for office in the section, and to discuss the fall scavenger hunt. In addition to April's regular business meeting held at Mahoney State Park, a small retreat was conducted for brainstorming and strategic planning.

2) The Section presented its Spring Meeting on March 14, 2007 with the following program:

i) **Welcome from Para Vice-Chair, La Raine Cihak** 10:00 - 10:05 a.m.

ii) **Session I - Geocaching Speaker: Maggie Miller, UNL Extension in Seward Program**  
**Description:** The use of GPS for 'treasure hunting' has sparked an interest in geocaching across Nebraska. Maggie Miller will describe geocaching, and how much fun you can have participating in the hunt.

iii) **Session II - Teen Advisory Board Speaker: Susan Steider, Young Adult Services Librarian, Eiseley Branch Library, Lincoln Program**  
**Description:** Have you wanted to start your own Teen Advisory Board but not quite sure how to start. Susan Steider will share information about her Teen Advisory Board and provide other suggestions on how to get started.

iv) **Session III - Meeting Your Customers Half-Way Speaker: Jodene Glaesemann, Branch Supervisor, Walt Branch Library, Lincoln Program**  
**Description:** Customer Service, Customer-Centered Service, Proactive Public Service...no matter what name you use it all boils down to providing what customers want and need, perceiving their needs/wants, and providing that service to them in a way that makes them feel they got a good deal.

v) **Paraprofessionals Spring General Meeting** 1:00 - 1:45 p.m.

vi) There were 45 paid attendees, 3 speakers, and seven sites.

3) The Section sponsored/co-sponsored the following sessions and activities at the 2007 fall conference and co-sponsored two sessions:

**i) Read Aloud NE. Thursday, 3:40-4:30**

**ii) Luncheon- Friday 12:00-1:30**

**iii) Cheerleading @your Library- Friday 3:50-4:40**

**iv) Scavenger hunt Thursday & Friday**

v) **Cosponsor - Diversity Committee** - 3 sessions back to back The Work of Reconciliation: Creating American Indian Library Collections, Services and Programs: Dr. Naomi Caldwell is a professor at the Graduate School of Library and Information Studies at the University of Rhode Island and will conduct 3 back-to-back sessions on American Indian material for children, American Indian collection management, and multiculturalism in libraries.

4) Also during the conference the Section held its annual Fall General Meeting where business was conducted and new officers were installed. The new officers are LaRaine Cihak as Chair, Mary Gubbels as Vice-Chair/Chair-Elect. Continuing officers are Bonnie Henzel as Secretary and Jenni Puchalla as Treasurer.

The Paraprofessional Section continued its tradition of supporting and mentoring our members by offering scholarships to join the Paraprofessional Section, Legislative Day, the Spring Meeting and Fall Conference. Additionally, Angela Kroeger, from the University of Nebraska at Omaha, was named the 2007 Paraprofessional of the Year.

Plans are currently underway for the 25<sup>th</sup> Anniversary celebrations of the Paraprofessional Section (2008).

Respectfully submitted: Gayle Roberts/ Past Chair, Paraprofessional Section

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**Proposed Bylaw Addition to be Voted on at the Fall General Meeting**

by Angela Kroeger, Paraprofessional Section Bylaws Committee Chair

When the observation was made that we had no established rules for disbanding the Section, the Paraprofessional Board proposed appending a new article to the end of our existing Bylaws. At the Fall General Meeting in Kearney, the Paraprofessional Section members will have the opportunity to vote on whether to adopt this article into the Bylaws.

This does not mean that the Paraprofessional Section is actually thinking of disbanding now or in the near future! Far from it! The Paras are alive and well and have a lot of exciting things going on right now. This is merely patching a hole--planning for an eventuality we hope will never come to pass.

**Text of Proposed Bylaw Addition to be Voted on at the Fall General Meeting:**

## Article XII. DISBANDING

Section 1. In the event the Section must disband due to failing membership, all current members must be polled prior to the decision. Two modes of contact, including but not limited to email and phone contact, will be used to contact the members. No response will be counted as a vote to disband. The Executive Board will make the final decision.

Section 2. The Section may continue to use their treasury funds up until the day they disband. Once the Section has disbanded, any remaining treasury funds will be transferred to NLA.

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### **Scavenger Hunt Co-Sponsors**

#### **Vendors**

1. Gumdrop Books
2. ASI Modulex
3. Davis Design
4. JEO Consulting
5. Recorded Books, LLC
6. Clear Image
7. Bound to Stay Bound
8. EBSCO Information
9. Davidson Title
10. National Network/Libraries of Medicine
11. Kidbetter Books
12. Houchen Bindery
13. Learning Connections
14. Follett Library Resources
15. Midwest Storage Solutions
16. Leo Daly
17. Schemmer Associates
18. ASAP/Union Bank
19. BWI
20. Nebraska Library Comm.
21. University Libraries
22. Aitken Education Specialist
23. Safari Video
24. Microfilm Imaging Systems

#### **Non-Profit**

1. NEMA
2. Golden Sower
3. TSRT
4. S & I
5. NE Folklife Network
6. SELS Friends
7. NE Regional Library Systems

### **KEYNOTE FOR PARAPROFESSIONALS**

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

**CHAIR:** La Raine Cihak, 615 6th Street, Friend, NE 68359, 402-947-2142, E-mail:  
cihakfive@yahoo.com

**VICE CHAIR:** Mary Gubbels, Circulation Librarian, Sump Memorial Library, 222 North  
Jefferson, Papillion, NE, 68046, 402-597-2040, E-mail: mgubbels@monarch.papillion.ne.us

**SECRETARY:** Bonnie Henzel, State Documents Staff Assistant, Nebraska Library  
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Fax: 402-471-2083, E-mail: bhenzel@nlc.state.ne.us

**TREASURER:** Jenni Puchalla, System Administrator Assistant, Southeast Library System,  
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**Paraprofessional Web Site:** <http://www.nebraskalibraries.org/PARA/>

## ***2008 Fall NLA/NEMA Conference***

**Nebraska Library Association/  
Nebraska Educational Media Association  
2008 Conference  
October 15-17, 2008 in Lincoln  
<http://www.nebraskalibraries.org/conference/>**

***Paraprofessionals - Call on us @ your library***<sup>®</sup>