

# 2017 ANNUAL REPORT

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NEW JERSEY STATE LIBRARY

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*Connecting people with information through libraries —*



# CONNECTING PEOPLE THROUGH LIBRARIES



At the New Jersey State Library (NJSL), we recognize our primary purpose as being to connect people to information, ideas and each other through libraries. Over the course of the past year, we worked to develop stronger collaboration, promote transparent processes and procedures, and strengthen our outreach and communication practices. NJSL has continued its investment in the development of New Jersey's libraries by fostering professional training of library personnel, and providing effective leadership and administration to support and improve library services.

What follows is a wrap-up report of 2017 activities and initiatives. This is not an exhaustive list, but rather, a sampling of key highlights from the year.



# STATE LIBRARY MANAGEMENT TEAM



FROM LEFT

| **MARY L. CHUTE**, *State Librarian*  
New Jersey



| **PEGGY CADIGAN**, *Deputy State Librarian*  
Innovation & Strategic Partnerships



| **MARGARET NIZOLEK**, *Chief Deputy State Librarian*  
State Library Information Center (SLIC)



| **KATHLEEN MOELLER-PEIFFER, MSLS**, *Deputy State Librarian*  
Library Support Services (LSS)



| **TIFFANY McCLARY**, *Director*  
Communications, Marketing & Outreach



| **MIKE RASIMOWICZ**, *Director*  
Information Technology (IT)



| **SHERI SHAFER**, *Chief Financial Officer*  
New Jersey State Library



| **MICHELE STRICKER**, *Deputy State Librarian*  
Lifelong Learning



| **ADAM SCZEPANIAK**, *Deputy State Librarian*  
Talking Book & Braille Center (TBBC)

The Office of the State Librarian promotes exemplary service in accordance with New Jersey Library Law; supports professional development through LibraryLinkNJ, the New Jersey Library Cooperative; and is responsible for Information Technology; the Business Office; and the Office of Communications, Marketing & Outreach. The Office is also responsible for Library Development through the Lifelong Learning, Library Support Services, and Innovation & Strategic Partnerships business units.





*Metuchen Public Library's Lunar New Year Celebration.*

## STATE LIBRARY AWARDS

New Jersey State Librarian Mary Chute honored eight New Jersey libraries for conducting outstanding early literacy, multicultural and innovative programs during a breakfast at the New Jersey Library Association Annual Conference on April 26, 2017. Each winning library received a certificate and \$1000 award.

Winning libraries included:

- Camden County Library, Gloucester County Library – Logan Branch and Sussex County Library for the *Best Practices in Early Literacy Award*;
- Bergenfield Public Library, Metuchen Public Library, Newark Public Library and Nutley Public Library for the *Multicultural Programming Award*;
- Long Branch Public Library and the Bridge of Books Foundation for the *Innovative Partnership Award*.



*Long Branch Public Library's  
Fade to Books Program*

*“In this technology age, it is important to get our children outside and get their hands dirty. To plant, pick and eat food you raised is very rewarding. Maybe one day, they will grow a garden for their own family.”*

–CAROLYN OLDT, *LIBRARY BRANCH MANAGER*,  
GLOUCESTER COUNTY LIBRARY – LOGAN BRANCH

# HONORS & AWARDS RECEIVED



*The NJSL Office of Communications, Marketing & Outreach team of Director Tiffany McClary, Graphic Designer Anthony Schiavino, and Public Relations Specialist Gary Cooper.*

## ASTRA AWARDS

NJSL was recognized for excellence by the Communications, Advertising and Marketing Association (CAMA) with the presentation of the prestigious ASTRA Awards on June 15, 2017, at the Hopewell Valley Golf and Country Club. Through the ASTRA Awards, NJ CAMA recognizes the top tier of the region's marketing and communications work.

The State Library received three ASTRA Awards in the following categories: Excellence in Writing, Brochures and Poster Campaigns.



*Teri Taylor and Leigh Clark of the NJSL Funding Information Center.*

## HIGHEST NETWORK ACHIEVEMENT

NJSL's Funding Information Center was awarded with a Certificate of Achievement for earning one of the highest Network Achievement scores in New Jersey, and for outstanding performance that demonstrates a passion and commitment to serving the community and the social sector. The award was presented by the Foundation Center Funding Information Network.

This collection includes foundation directories, books on fundraising, proposal writing, special events and nonprofit management topics, as well as journals on grantsmanship and fundraising.

# STAFF TRANSITIONS

2017 introduced a number of new staff appointments:

- Maria Baratta rejoined NJSL, taking on her new position as the Associate Director of SLIC in January.
- David Braunsberg joined NJSL in May as a Librarian for Interlibrary Loan.
- In July, Jayson Neville was appointed from part-time to full-time Clerk Driver in the administrative support division.
- In August, Andrew Dauphinee joined the Reference Services team as the Instruction/Outreach Librarian.
- In August, Leigh Clark joined the Reference Services team as the librarian who will be the Foundation Collection Coordinator and Business & Management Collection Specialist.
- Kathleen Moeller-Peiffer re-joined NJSL in October as the Deputy State Librarian for Library Support Services.
- In November, Akash Sagar began working at NJSL as a Project Specialist for the IT department.
- In December, Heather Husted joined NJSL as an Electronic Resources Librarian.
- Also in December, Caitlyn Cook began working as our Digital Librarian.

Additionally, there were several departures announced during 2017:

- Raphaelle DelVecchio retired as a Technical Library Assistant after more than 30 years with the library.
- Arun Anand began her NJSL career in the Law Library, moved on to the Access Center, and later joined the Circulation unit, which is where she remained until her retirement.
- Tom O'Malley started his career at NJSL in the Technical Services unit, and later transferred to the Law Library, where he retired as Supervising Librarian of the Law Library.
- After serving as Deputy Director of Library Support Services, James Lonergan departed to become the Director of the Massachusetts Board of Library Commissioners.





*The NJ Digital Public Library of America (DPLA) Symposium was held on June 14, 2017, at Monmouth County Library in Manalapan.*

# TECHNOLOGY & INFRASTRUCTURE

## UPDATES TO JERSEYCONNECT CORE NETWORK AND SERVICES

Over the course of the last year, the JerseyConnect (JC) team made the following updates to core network and services:

- JC held its first meeting of the JerseyConnect Advisory Board, made up of 22 representatives from libraries across the state.
- JC staff completed backbone circuit upgrades in June 2017, doubling core bandwidth and increasing ISP bandwidth by 66 percent.
- In June 2017, all JC email customers received a mailbox size increase - now all accounts have a minimum of 5 GB of space.
- In April 2017, JC staff completed the launch of a new HelpDesk system, which makes it easier for customers to contact the team, manages collaboration with vendors or consultants, and provides more insight into how customers interact with services.
- JC staff have deployed new backup software which will allow the JC server environment to host more data than ever before, and will allow them to pursue better disaster recovery scenarios for systems.
- Additionally, all systems at the State Library have been relocated to the server room at 101 West State St., a key component to the Library's business continuity plan, which will allow critical systems to be backed up to JC's network providing an offsite location for emergencies.
- In December 2017, the JerseyConnect staff finalized the deployment of next generation firewalls within the core network.

## LIBRARY TECHNOLOGY INFRASTRUCTURE STUDY

In April, the State Library started a statewide technology infrastructure study to review current resources and options, and plan how to most effectively support NJ libraries into the future. The study, performed by Carson Block Consulting, will survey and interview stakeholders across the state not only for input on the current network but also to help plan for their future needs.



## SWAT TEAM LIBRARY TRANSFORMATION PROJECT

The State Library was one of five libraries accepted to participate in the SWAT Team Transformation Project this year. Our application focused on transforming the State Library lobby to make the space more welcoming to visitors while improving efficient use of the space. A team of library directors with experience refreshing their libraries visited the State Library to discuss our needs and tour the targeted areas. Once their recommendations were received and reviewed, we began decluttering the lobby, removing old posters, unnecessary signs, old drapes and the nonfunctional security gates at all entrances. With the resulting clearer view of the space, we are reevaluating the placement of the circulation desk, computers, display cases and wayfinding signage to achieve a more efficient workflow and engaging space for visitors.

The goals of this project are meshing well with a Marketing Department project to examine signage, posters and other wall hangings in all public areas in the library. A committee that includes Marketing and SLIC staff was formed to examine those spaces.

## ENHANCED ACCESS TO ASSISTIVE TECHNOLOGY

The NJSL's Talking Book & Braille Center (TBBC) joined forces with state agencies and organizations focused on serving New Jersey's visually impaired, to enhance access to assistive technology across the state. TBBC partnered with select public libraries to provide the following programs, at no additional cost to residents:

- The Library Equal Access Program (LEAP) provides free computer and iPad training classes at assistive technology learning centers located in seven public libraries across the state. Training includes beginner and advanced level instruction on how to use reading magnification and audio tools to read websites, emails and other documents, as well as an introduction to using the assistive technology features now available on iPads. This program is sponsored by the New Jersey Commission for the Blind and Visually Impaired (CBVI), and targets adults 55 years of age and older.
- TBBC also arranged trainings to teach veterans how to use the assistive technology features on iPads, to help reduce the digital divide for veterans with visual impairments by introducing them to new technologies that can assist them in their daily living. The training included magnification and text-to-speech features, and an introduction to using assistive apps. This program was made possible through a grant from Disability Rights New Jersey.



*Lolly Cheatham and Nancy Loveland using LEAP.*

## LIBRARY SERVICES AND TECHNOLOGY ACT EVALUATION AND PLANNING

NJSL worked with consultants (QualityMetrics, LLC) on the required independent evaluation of the current New Jersey Library Services and Technology Act (LSTA) Five-Year Plan 2013-2017, which was submitted to IMLS in late March. Our consultants administered a statewide survey and conducted interviews and focus groups with key stakeholders to gauge our progress towards meeting the goals and objectives outlined in our plan and to help form our next plan.

We then contracted with the same consultants, building on the findings of the evaluation, to craft and finalize our LSTA Grants to States Five-Year Plan FFY 2018-2022, which was submitted to the IMLS in early June 2017.

## DIGITAL PUBLIC LIBRARY OF AMERICA

Throughout FY2017, the State Library has led a decision making process to determine the participation of the state's cultural memory institutions in the Digital Public Library of America (DPLA). A nationwide initiative, DPLA brings together digitized and born-digital content from cultural heritage organizations across the country into a single access point for end users and an open platform for developers. Utilizing a model of geographically based Service Hubs and organizational Content Hubs, DPLA has established a growing network of over forty digital libraries and major digital collections.

NJSL contracted with consultants from LYRASIS and The Bishoff Group to lead portions of a multi-phase process. Primary milestones are listed below.

1. At a meeting convened at the New Jersey State Library's Talking Book and Braille Center on May 25, 2016, institutions identified as having the largest quantity of digitized content confirmed their interest in proceeding with investigation into establishing a New Jersey Service Hub. Several of the institutions' directors subsequently joined the initiative's Planning Team.
2. A survey of New Jersey's public and academic libraries, historical societies, museums and archives was developed and implemented to ascertain the quantity of digitized content in the state's various cultural heritage institutions and to determine the readiness of each for the harvesting of their content into DPLA.
3. Sponsored by the NJSL and LLNJ, the New Jersey Digital Public Library of America Symposium was held in June at the Monmouth County Library Headquarters in Manalapan. The Symposium brought together representatives of over 45 cultural heritage institutions with some content at an appropriate stage of readiness to participate in DPLA. At the conclusion of the Symposium, attendees agreed that New Jersey should continue planning efforts towards participation in DPLA and indicated in which working groups their organizations would actively engage.
4. The next phase of this process will be focused on preparation of the Service Hub application to be submitted early in calendar year 2018.



*"Cars brought us out of the 'tyranny of horses'," said Clifford Zink, as he opened his presentation on his book Mercer Magic: Roebings, Kusers, the Mercer Automobile Company, and America's First Sports Car for his Jan. 10 author talk at the State Library.*



## STATE LIBRARY PROGRAMS & COURSES

### STATE LIBRARY LUNCHTIME EVENTS

NJSL delivers programming and offers learning experiences that are open to all, such as author talks, lunchtime classes and webinars. A number of these classes were offered during 2017.

NJSL hosted 11 New Jersey authors, discussing topics such as genealogy, agriculture and World War I history. The lunchtime learning program, which goes by the name NJSL Presents, featured a wide array of topics including career development, finding grants, retirement planning and medical care. Additional lunchtime activities were also held, such as the monthly "Sit & Knit" and "Crafting Circle", as well as "NJ Makers Day", an annual makerspace event that includes robotics, crafts, cooking, wearable art, gardening, electronics and more.

### SUMMER READING PROGRAMS

In 2017, over 171,000 New Jerseyans of all ages participated in the Statewide Summer Reading Program and read 2,109,831 books. There were over 31,000 activity programs offered, with over 706,000 young people and adults attending these programs.

### CONSUMER HEALTH TRAINING WORKSHOPS

The State Library offered Consumer Health Training Workshops as part of a series of ongoing programming in the Mental Health Matters awareness initiative offered by NJSL and LLNJ. The workshops covered the role of the librarian in the provision of health information for the public, and included an overview of ideas to conduct health outreach and create health programs for libraries. Five sessions were offered daily in the course of a week at seven library locations.





*The workshops focused on risk assessment, disaster plan development, salvage priorities and salvage methods, and wet material recovery.*

## THE NATIONAL ENDOWMENT FOR THE HUMANITIES FUNDING FOR DISASTER PREPAREDNESS TRAINING

In January, the National Endowment for the Humanities awarded a \$6,000 Preservation Assistance Grant for Smaller Institutions to NJSL for a yearlong project in partnership with the New Jersey Cultural Alliance for Response (NJCAR). The funds supported training workshops to help New Jersey's cultural heritage organizations prepare for and recover from disasters that could damage their invaluable humanities collections of photographs, rare books, maps, oral histories, paintings, textiles and historical objects.

Additionally, with an in-house NJCAR consultant working at the State Library several days a week, throughout 2017 the group made great strides as it continued to work towards becoming an independent organization. With help and guidance from both LYRASIS and the Conservation Center for Art & Historic Artifacts, NJCAR held a strategic planning retreat, wrote a business plan for sustainable funding and a Memorandum of Agreement with partner organizations. Additionally, NJCAR is now officially written into the statewide emergency management plan under Emergency Support Functions, a grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation and services.

## PREPAREDNESS ACTIVITIES

NJSL and Federal Emergency Management Agency (FEMA) Region II have partnered to bring a series of free preparedness activities to libraries throughout the state. The goal is to promote personal and community preparedness with individuals, neighbors and households.

FEMA has developed answer keys and a facilitator guide so libraries can facilitate these discussions in their own communities. Some scenarios include active shooter, hurricane and flooding, pet preparedness for kids, power outage, small business preparedness and more.





*NJ State Librarian Mary L. Chute and Aaron Fichtner, Deputy Commissioner of LWD.*

## CAREER CONNECTIONS

June 1, 2017, began year two of the New Jersey Libraries Career Connections Grant for Uniform Career Guidance and Job Search Assistance Services. The nineteen chosen Career Connections libraries, which include the State Library, worked with the New Jersey Department of Labor & Workforce Development (LWD) to hire and train staff, prepare their facilities, and forge valuable working relationships with local One Stop Center operations, so that they could offer local residents at all stages of their careers access to effective job search and career navigation services.

Career Connections replaced LWD's Jobs 4 Jersey program and provides a comprehensive resource for New Jersey residents to explore career services and information from LWD. This initiative is part of LWD's \$2.5 million commitment to connect New Jersey workers with employment services through their public libraries. The State Library offered Career Connections workshops throughout the year as part of our lunchtime learning program.

## ADULT LITERACY AND COMMUNITY LIBRARY PARTNERSHIP GRANT

In addition to Career Connections, LWD's Library Partnership Grant offers another avenue to assist New Jersey residents for adult literacy training through the Adult Literacy and Community Library Partnership Program (ALCLP). Designed to provide comprehensive training on adult basic education and English Language proficiency skills within New Jersey libraries, all the training efforts through the ALCLP have contributed to great employability opportunities and career advancement for New Jersey residents in need of jobs, as well as those in low-wage, lower-skilled occupations.

At the close of the FY2017 Grant program, NJSL hosted an Adult Literacy Forum, to bring together the first round of ALCLP grantee libraries to discuss what they have learned and to share their knowledge and experiences running this grant program. With the second round of funding in FY2018, NJSL organized a Kick-Off event to facilitate communication and promote continued collaboration between the ALCLP grantee libraries and their literacy partners.

The State Library will be actively promoting networking and the sharing of best practices among the grantee libraries.

## MENTAL HEALTH FIRST AID TRAINING

NJS� and LibraryLinkNJ, in conjunction with the Mental Health Association in New Jersey (MHANJ), offered a series of Mental Health First Aid trainings at two libraries in March 2017. Mental Health First Aid is a public education program that introduces participants to risk factors and warning signs of mental illnesses, builds understanding of their impact and overviews common supports.

The 8-hour course uses role-playing and simulations to demonstrate how to offer initial help in a mental health crisis and connect persons to the appropriate professional, peer, social and self-help care. The program also teaches the common risk factors and warning signs of specific types of illnesses, like anxiety, depression, substance use, bipolar disorder, eating disorders and schizophrenia.

Like CPR, Mental Health First Aid prepares participants to interact with a person in crisis and connect the person with help. The two-day courses were held at Camden County Library – South County Regional Branch and Hasbrouck Heights Free Public Library.

## SMALL BUSINESS WORKSHOPS

The State Library has been working with the New Jersey Department of Treasury's Division of Taxation to connect local business owners and entrepreneurs with vital information through their libraries. Libraries across the state are hosting Small Business Workshops taught by staff from the Taxation University, an outreach and training unit within the Division of Taxation. The free workshops cover basic information about starting a business, including: types of business ownership, registering your business, reporting business income, meeting employer responsibilities, and understanding sales and use tax.



*Mary Kearns-Kaplan, adult outreach services coordinator, NJ State Library Talking Book & Braille Center.*



*From left: Sharon Rawlins, Liz Burns & Jen Apgar prior to the workshop, "Thumbs Up or Down? Best Books for Young Adults."*



*On June 22, 2017, the NJ State Library hosted a Naturalization Ceremony for 48 new citizens of the United States at the War Memorial Building, Trenton.*

## STATE LIBRARY EVENTS & CONFERENCES

### NATURALIZATION CEREMONY

On June 22, 2017, the NJ State Library hosted its second naturalization ceremony for 48 new citizens of the United States at the War Memorial Building in Trenton. Attendees were welcomed to the event with music played by the Old Barracks Fifes and Drum Corps.

Presiding at the ceremony were Keith Dorr, of the United States Citizenship and Immigration Services (USCIS), Tamika Gray, acting USCIS Newark district director, and Mary Chute, State Librarian.

### TBBC GOLF CLASSIC

Area golfers, including those with visual impairments, turned out on a beautiful sunny day to play in the NJ State Library Talking Book and Braille Center's 6th Annual Golf Classic on June 12, 2017. The event took place at the historic Hopewell Valley Golf Club, a 90-year-old facility located on the banks of the Stony Brook in Hopewell Township, with a championship course designed by Thomas Winton, noted Scottish golf architect.

Proceeds benefited TBBC, the state's only free public library for the print disabled (anyone who has a physical impairment, a reading disability or a visual impairment).

### TBBC FALL FESTIVAL

On Saturday, October 14th, TBBC hosted its biannual Fall Festival at the Grounds for Sculpture in Hamilton, New Jersey. Over 250 TBBC patrons and their guest registered for this event. Attendees had an opportunity to meet with 15 different state agencies, statewide organizations and private companies serving the "print disabled." The afternoon featured two art workshops led by artists at the Grounds and specialized tactile tours of art.





*Attendees in their Futures Conference t-shirts.*

## FUTURES CONFERENCE

NJSL, along with the Council of State Library Agencies in the Northeast (COSLINE), LLNJ, and nine other state libraries, presented the 2017 Futures Conference with 375 librarians and members of the business and non-profit sector in attendance. This was a unique conference experience focused on the future of libraries, their local partners and their communities.

The multi-state collaborative effort was first conceived 10 years ago, when the State Library led a similar initiative bringing together librarians from neighboring states for the Mid-Atlantic Library Futures Conference.

With broader collaboration and expanded reach, the State Library hosted a second Futures Conference at the Borgata Hotel & Casino in Atlantic City on September 25-26, 2017, bringing together attendees from states spanning the east coast from Maine to West Virginia. The State Library led development and planning for the event.



*Above right, the 2017 Futures Conference logo projected onto a wall.*

*Cindy Ball of Oculus with Margaret Nizolek, Chief Deputy Librarian of the New Jersey State Library.*





## YOUTH SERVICES FORUM

The Annual Youth Services Forum, *Libraries Evolve*, sponsored by the NJ Library Association, NJ State Library and NJ Association of School Librarians, was held on Monday, October 23, 2017, at the Monmouth County Library Headquarters, Manalapan. Over 140 librarians attended.

*From left, Lisa O'Shaughnessy, Marissa Lieberman.*



## NEW DIRECTORS ORIENTATION

Twenty-one new library directors from across New Jersey convened at the State Library for a day of training, to learn more about NJSL services and how to more efficiently and effectively perform in their roles as library directors.

The highly rated annual New Directors Training held in February covers library law, marketing, budgets & finance, grants, strategic planning, purchasing, and the issues and trends facing libraries.



## NJ PUBLIC LIBRARY DIRECTORS SUMMIT

NJSL, with LibraryLinkNJ, sponsored the second Public Library Directors Summit on October 24, 2017, at the Holiday Inn in East Windsor. The one-day event provided public library directors with best practices and the latest developments in the areas of library law and other public library topics. The summit featured programs on library law by Michael Cerone, facilities management by Michael Gannon and a library technology infrastructure update by Carson Block.





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