

Mountain Valley Library System 2006-2007

ADMINISTRATION

1. PERFORMANCE OBJECTIVES

- A. Coordinate with the MVLS Administrative Council for smooth transition from staffed to contracted administrative services.
- B. At the Steering Committee meeting in August, 2006, report on progress transition of Administrative, Reference, and C&D Services.
- C. At the Steering Committee meeting in August, 2006, present the first draft of a proposed member share formula
- D. Assist member public libraries with their participation in the CalCat Project.
- E. Examine options for the systemwide CalCat ILL subsystem
- F. Continue to share pertinent legislative information.

2. INVENTORY OF AVAILABLE RESOURCES

- A. Administrative Council, SAB, System committees, Library of California Board, California State Library.
- B. Annual plan of service.
- C. Annual report.

3. PLAN OF ACTION

- A. At least four meetings per year of each of the following: Administrative Council, SAB, Steering Committee.
- B. Begin budget planning cycle in December of each year.
- C. Complete the plan of service in May of each year.
- D. Complete the annual report in August of each year.

4. USER BENEFIT EXPECTED

- A. User access to library materials and resources will be enhanced through an efficient and cost-effective cooperative library system.

5. EVALUATION/EVIDENCE OF BENEFIT

- A. System annual report.
- B. Program and service reports and statistics.
- C. Fiscal agent financial reports and audits.

Current level of CLSA funding is not adequate to meet the current level of service.
Local funds are being used to support the program.

CHILDREN'S SERVICES

1. PERFORMANCE OBJECTIVES

- A. Present at least one staff development workshop annually, at which 90% of completed evaluations are rated "good" or "excellent."
- B. The Summer Reading Subcommittee will develop and recommend plans for a cooperative summer library program for children.
- C. Present ideas for programs and activities to support the summer reading theme at the annual summer reading program workshop.
- D. Investigate the feasibility of special system-wide projects, such as an author visit or workshop.

2. INVENTORY OF AVAILABLE RESOURCES

- A. Staff expertise in each member library.
- B. Realia, belonging to individual libraries, available for loan to other libraries.
- C. Equipment (e.g. overhead projector) belonging to MVLS, available for loan to other libraries
- D. E-mail group kids@mvls.org

3. PLAN OF ACTION

- A. In the absence of Administrative Staff, Council will choose a member to guide and mentor the Children's Committee in its planning and service activities.
- B. The Children's Services Committee will meet at least two times per year.
 - a. An annual fall meeting will be held to develop committee activities for the following calendar year, including election of officers, to form sub-committees as needed, and to review and update the plan of service.
 - b. An annual planning meeting will be held in the fall for the Summer Reading Program Sub-committee.
 - c. Other meetings may be scheduled as needed.
 - d. Sub-committees will work on projects such as cooperative programming ventures, securing group rates for performers to visit member libraries, sharing realia, and author visits.

4. USER BENEFIT EXPECTED

- A. Improved children's services at each member library through cooperative efforts in programs and continuing education.

5. EVALUATION/EVIDENCE OF BENEFIT

- A. Attendance at workshops.
- B. Evaluations of workshops.
- C. Number of participants in the MVLS Summer Reading Program.
- D. Evaluations of the MVLS Summer Reading Program.

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CalCat/INTERLIBRARY LOAN

1. PERFORMANCE OBJECTIVES

- A. Facilitate the sharing of resources among members such that member libraries can fill 75% of their ILL via member libraries.
- B. Access appropriate libraries outside MVLS.

2. INVENTORY OF AVAILABLE RESOURCES

- A. Access to collections of other member libraries through CalCat
- B. Member collections, OCLC, RLIN, MELVYL, and Web based library catalogs.
- C. Revenue generated for member libraries through CLSA ILL reimbursements (TBR).
- D. Other MVLS services such as Reference and Communication and Delivery.
- E. E-mail group ill@mvls.org

3. PLAN OF ACTION

- A. In the absence of Administrative Staff support, Council will choose a member to guide and mentor catalog use and ILL planning and activities.
- B. Review CalCat developments and assess opportunities for using it as an ILL tool.
- C. The MVLS ILL Committee will meet at least twice a year to review current trends, policies and procedures.
- D. Sponsor ILL training for staff in member libraries.

4. USER BENEFIT EXPECTED

- A. Library users will have greater access to materials on a regional basis.
- B. Standardized and consistent treatment of member requests.

5. EVALUATION/EVIDENCE OF BENEFIT

- A. Number of ILL requests processed by MVLS staff.
- B. Number of ILL requests processed by member libraries.
- C. Number of materials loaned via ILL by member libraries.
- D. Turn around time on ILL requests.
- E. Fill rate.