

THE LIBRARIES UNLIMITED
LIBRARY MANAGEMENT COLLECTION

Moving Library Collections

A MANAGEMENT HANDBOOK

SECOND EDITION

Elizabeth Chamberlain Habich



Moving Library Collections A Management Handbook

Libraries Unlimited Library Management Collection

Kay Bishop



Moving Library Collections A Management Handbook Libraries Unlimited Library Management Collection:

Moving Library Collections Elizabeth Chamberlain Habich, 2010 Sooner or later almost every librarian is faced with the task of moving a collection It is a daunting challenge mammoth in scope Based on data from over 100 library moves this book is written from the perspective of today's library with added guidance for dealing with large holdings of electronic resources as well as space limitations in storage and on the shelves There is also updated coverage of average book widths using project management software and moving archival materials as well as special guidelines for small libraries

The Evolution of Library and Museum Partnerships Lisa Gottlieb, 2004-11-30 These authors examine the unique social roles of libraries and museums review historical precedents as well as library museum partnerships funded in recent years through IMLS grants and forge an exciting vision of a new library museum hybrid The juxtaposition of library collections and museum artifacts they assert has the potential to create authentic interactive experiences for community members and it can help establish a distinct meaningful and sustainable role for libraries In the authors words libraries can then reassert themselves as places devoted to contemplation wonder knowledge acquisition and critical inquiry Commercialization edutainment and the library as a learning community are just some of the fascinating topics addressed as the authors explore the future's terrain and suggest how libraries might situate themselves upon it Libraries museums and the ways in which they are used by patrons have drastically changed in past decades Digitization projects infotainment and the Internet are redefining the library's and the museum's roles in the community What are the implications for the future of these institutions These authors examine the unique social roles of libraries and museums review historical precedents as well as library museum partnerships funded in recent years through IMLS grants and forge an exciting vision of a new library museum hybrid The juxtaposition of library collections and museum artifacts they assert has the potential to create authentic interactive experiences for community members and it can help establish a distinct meaningful and sustainable role for libraries In the authors words libraries can then reassert themselves as places devoted to contemplation wonder knowledge acquisition and critical inquiry Commercialization edutainment and the library as a learning community are just some of the fascinating topics addressed as the authors explore the future's terrain and suggest how libraries might situate themselves upon it

Human Resource Management in Today's Academic Library Janice Simmons-Welburn, Beth McNeil, 2004-01-30 This book provides a comprehensive look at issues that shape the nature of Human Resources in academic libraries Libraries in varying academic environments have undergone tremendous change during the last two decades of the 20th century as they have sought redefinition as learning organizations As organizations they have experienced significant changes in the role and definition of professionalism along with challenges from such shifting workplace demographics as age and ethnicity and technological issues which have also had direct impact on the recruitment and retention of staff Much of the attention of human resources administrators in academic libraries has focused on an array of issues that mirrors concerns across

campuses affirmative action and diversity the rights of employees with disabilities under the Americans with Disabilities Act the impact of the Family Medical Leave Act and other directives on employee benefits salary equity and a desire among employees for flexible work schedules *Managing the Small College Library* Rachel Applegate,2010-09-16 This book helps directors of small college libraries to plan staff and organize their facilities and make the right decisions to effectively contribute to their college s mission The purpose of this book is to provide the director of a small college library typically defined as a facility managed by one to seven librarians with information on every important managerial function specific to their facilities This content will be much more useful for these library specialists than that of management books covering generic library management or targeted towards large academic settings *Managing the Small College Library* covers the key responsibilities of the small college library director personnel planning budgeting and serving key constituencies The author draws upon her in depth knowledge of bureaucratic political and human resources managerial theory to explain how librarians can advance the mission of their library It also includes an in depth discussion of tenure and academic status for librarians and examines the effects of both public and religious affiliation **The Academic Library Administrator's Field Guide** Bryce Nelson,2014-06-13 The daily administration of an academic library often leaves you needing quick advice on the topic at hand Nelson an experienced administrator writing from first hand knowledge delivers such advice in 30 topical chapters *Checklist of Library Building Design Considerations* William W. Sannwald,2009-01-12 Guides librarians and other members of a building design team through the stages of the design process The checklist format provides a clear concise way of itemizing the issues helping your construction project run as smoothly as possible *Conversations with Catalogers in the 21st Century* Elaine R. Sanchez,2010-12-16 Authored by cataloging librarians educators and information system experts this book of essays addresses ideas and methods for tackling the modern challenges of cataloging and metadata practices Library specialists in the cataloging and metadata professions have a greater purpose than simply managing information and connecting users to resources There is a deeper and more profound impact that comes of their work preservation of the human record *Conversations with Catalogers in the 21st Century* contains four chapters addressing broad categories of issues that catalogers and metadata librarians are currently facing Every important topic is covered such as changing metadata practices standards data record structures data platforms and user expectations providing both theoretical and practical information Guidelines for dealing with present challenges are based on fundamentals from the past Recommendations on training staff building new information platforms of digital library resources documenting new cataloging and metadata competencies and establishing new workflows enable a real world game plan for improvement

The Reference Interview Today Susan Knoer,2011-06-02 Learn and perfect the skills needed to conduct satisfying reference interviews in the modern technological environment with this easy to use guide In today s technology driven world reference librarians must serve users who come into the building as well as remote users who ask via various digital means

With virtual reference and social networking tools now commonplace reference questions have become more complex and interdisciplinary The Reference Interview Today will help reference librarians decide which tools and strategies will best serve their diverse group of patrons in person and in cyberspace This text covers the skills needed for traditional face to face reference and how they can be applied in 2 0 media Best practices for culturally diverse disabled and difficult patrons strategies for public and academic libraries and virtual technologies like Twitter and Second Life are described Written by a practicing reference librarian this invaluable book makes it easy to train paraprofessionals and serves as a guide for experienced librarians to hone their skills in new delivery methods **Library Storage Facilities** Wyoma van

Duinkerken,Wendi Arant Kaspar,Paula Sullenger,2018-08-17 Library Storage Facilities From Planning to Construction to Operation examines high density library storage facilities considering how such facilities are changing the nature of collection management The book discusses the types of storage facilities and explores how institutions can collaborate and embrace cost saving options through opening shared off site storage facilities addressing common needs and maximizing value and space in on campus libraries Considering a unique partnership between the Texas A M University System and the University of Texas System the book highlights best practice and lessons learned during implementation Topics covered include storage strategies geometric efficiency systems integration environmental control and more Provides insights on the importance of high density library storage facilities Lays out the process for funding planning and building collaborations around storage facilities Shows how to prepare a storage facility for operation in terms of staffing workflow and equipment Considers repurposing existing structures as a way of building a storage facility Presents how to incorporate a storage facility into services and operations **Our New Public, A Changing Clientele** James Robert Kennedy,Lisa

Vardaman,Gerard B. McCabe,2008 This book explores the pervasiveness of change in personnel selection and training budget planning marketing and promotion fund raising health issues for staff and clientele retirement and recruitment staying current inter library and inter agency cooperation joint use facilities furnishing and refurnishing evaluating and selecting new format materials and technologies and lifelong learning **Managing Information Technology** Patricia Ingersoll,John Culshaw,2004-10-30 Providing resources for planning and managing every possible aspect of the relationships and work involved for successful cooperation between libraries and information technology services including staffing and reporting lines inter organizational relationships training daily and periodic operations research and new technologies this book also offers guidance to help systems librarians better plan for tomorrow Appended materials including a glossary sample job descriptions organizational charts integrated library system vendor contacts suggested professional reading controlled circulation publications a bibliography sample policies and documents and an index add to the practicality of this resource Jacket **Legal Information Management Index** ,2000 **Bibliographic Index** ,2009 **The Collection Program in Schools** Kay Bishop,2007 This fourth edition of a best selling development resource provides an updated overview of

processes and procedures associated with developing maintaining and evaluating a collection at the building level It offers principles techniques and common practices of collection development and management while weaving in new considerations New topics include licensing online resources such as subscription databases creating a collection development policy that meets curriculum standards circulating and promoting the collection using online selection and evaluation tools providing remote access to school library collections using virtual libraries to increase the collection and writing policy and procedures manuals This new edition provides an updated overview of the processes and procedures associated with developing maintaining and evaluating a collection at the building level New topics include licensing online resources such as subscription databases creating a collection development policy that meets curriculum standards circulating and promoting the collection using online selection and evaluation tools providing remote access to school library collections using virtual libraries to increase the collection and writing policy and procedures manuals **The Collection**

Program in Schools Phyllis Van Orden,Kay Bishop,Patricia Pawelak-Kort,2001 Updated to cover the latest opportunities and complexities posed by new technologies this guide gives readers a comprehensive overview of the processes and procedures of developing maintaining and evaluating a collection at the building level After describing the environment within which the collection exists the authors present principles techniques and common practices of collection development They discuss the issues that affect all collections but must be resolved in accordance with the needs and goals of a particular collection suggesting approaches to handling a wide range of situations and demands Sources of support including documents agencies associations and Web sites are also identified In this edition Van Orden and Bishop cover copyright fair use issues and Internet acceptable use policies in greater detail They also address developing technologies such as e books web sites and virtual libraries in terms of their impact on information access resource sharing a **American Book**

Publishing Record Cumulative 1998 R R Bowker Publishing,1999-03 *Cumulated Index to the Books* ,1999 The Bowker Annual Library and Book Trade Almanac 2000 R R Bowker Publishing,Bowker,2000-05 As an on the job answer book a statistical information resource a planning and research guide and a directory and calendar The Bowker Annual Library and Book Trade Almanac 2000 delivers the hard to find industry news and information you need all year long This acclaimed must have resource provides Expert reviews of the key trends events and developments that will influence your work in 2000 and the years to come Plain English explanations of new legislation and changes in funding programs and how it will affect libraries Definitive statistics on book prices numbers of books published library expenditures average salaries and other budget crunching assistance A full calendar of events key organizations names and numbers of important individuals including e mail addresses and fax numbers and much more This fully updated reference tool makes it easy to stay on top of the developments that affect libraries booksellers and publishers alike and to find fast answers to the countless on the job questions you encounter You ll use it to Keep informed on the latest trends in networking the Internet and other advances

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Collection Development and Management for 21st Century Library Collections Vicki L. Gregory, 2019-07-03 Packed with discussion questions activities suggested additional references selected readings and many other features that speak directly to students and library professionals Gregory s Collection Development and Management for 21st Century Library Collections is a comprehensive handbook that also shares myriad insightful ideas and approaches valuable to experienced practitioners This new second edition brings an already stellar text fully up to date presenting top to bottom coverage of the impact of new technologies and developments on the discipline including discussion of e books open access globalization self publishing and other trends needs assessment policies and selection sources and processes budgeting and fiscal management collection assessment and evaluation weeding with special attention paid to electronic materials collaborative collection development and resource sharing marketing and outreach self censorship as a component of intellectual freedom professional ethics and other legal issues diversity and ADA issues preservation and the future of the field Additional features include updated vendor lists samples of a needs assessment report a collection development policy an approval plan and an electronic materials license

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