

als tip sheet

HELPING MEMBER LIBRARIES STAY CURRENT, CONNECTED, AND CRITICAL

The following information, and so much more, can also be found at the Alliance Library System website at www.alliancelibrarysystem.com. The latest version of the ALS Tip Sheet can be found at www.alliancelibrarysystem.com/CEpdf/alstipsheet.pdf.

als today e-newsletter

It's easy to subscribe to the ALS e-newsletter, *ALS Today*. Get the latest news and home page headlines sent right to your email inbox a few times each week. Send your name and email address to alstoday@alliancelibrarysystem.com.

consulting

ALS employs an experienced team of consultants to advise you in all aspects of library administration and management. For a complete list of consultants and their specialties, see the last page of this document. For more information from the ALS Consulting & Continuing Education department, including the [Library Toolkit](#), a handy archive of downloadable resources, and the most recent version of ALS Tip Sheet, visit www.alliancelibrarysystem.com/indexce.cfm.

continuing education

View and register for ALS classes and workshops on Library Learning (L2) at www.librarylearning.info, Illinois' statewide library educational registration system! Library Learning includes opportunities from all Illinois Library Systems and the Illinois State Library in one website. Improved functionalities include scoping, tagging, RSS feeds, credit card processing, and the ability for directors to manage staff and trustee registrations.

delivery

Looking for delivery information such as a listing and explanation of delivery routes, the proper way to process an item for delivery, a copy of the delivery label, and more? Visit www.alliancelibrarysystem.com/Delivery1/index.cfm. For delivery concerns and questions, contact Phil Evans at pevans@alliancelibrarysystem.com or extension 2116.

grant opportunities

Watch your email and the ALS Innovation webpage for exciting grant opportunities. Get more information at www.alliancelibrarysystem.com/indexinnovation.cfm. Contact Lori Bell at lbell@alliancelibrarysystem.com or extension 2128 or Val Brandon at vbrandon@alliancelibrarysystem.com or extension 2113 for details.

group discounts, sales, and deals

Take advantage of another benefit of ALS membership! View the many group discounts and deals negotiated with vendors on your behalf at www.alliancelibrarysystem.com/indexGroupPurchases.cfm. For more information, contact Genna Buhr at gbuhr@alliancelibrarysystem.com or extension 2145.

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human resources

To discuss HR issues , contact Morgan Cadwalader at mcadwalader@alliancelibrarysystem.com or extension 2105.

To post a job opening to the Alliance Library System website, email the complete listing to Sandy Albrow at salbrow@alliancelibrarysystem.com.

interlibrary loan

For interlibrary loan database training, including SILC, FirstSearch, and WorldCat, contact Suzanne Baschieri at sbaschieri@alliancelibrarysystem.com or extension 2109.

To report your library's ILL statistics to ALS, visit www.alliancelibrarysystem.com/Delivery1/deliveryStats.cfm. For questions or to report corrections , contact Phil Evans at pevans@alliancelibrarysystem.com or extension 2116.

For tips on how to compile your library's RSA interlibrary loan statistics, visit the RSA Report of the Week page at www.alliancelibrarysystem.com/RSAreportoftheweek.cfm.

management team

Kitty Pope	Executive Director	ext. 2101	kpope@alliancelibrarysystem.com
Lori Bell	Director of Innovation	ext. 2128	lbell@alliancelibrarysystem.com
Lee Logan	Director of Consulting & CE	ext. 2112	llogan@alliancelibrarysystem.com
Kendal Orrison	Director of IT/RSA	ext. 2133	korrison@alliancelibrarysystem.com
Paul Santos	Director of Finance/Facilities/HR	ext. 2104	psantos@alliancelibrarysystem.com

membership lists

A complete current listing of ALS member libraries (with contact information) can be found at and printed from www.alliancelibrarysystem.com/Membership1/membershipALL.cfm. Contact sbaschieri@alliancelibrarysystem.com with revisions. A printable fax list is available at www.alliancelibrarysystem.com/CEpdf/ALSFaxList.pdf.

mid-illinois talking book center

Listening IS Reading when your patrons select from more than 60,000 Talking Book resources. Individuals who are print impaired due to low-vision, blindness, or physical challenges receive audio books, magazines, and players free-of-charge by phoning 1-800-426-0709. Friendly Reader Advisors answer your call and offer personal guidance to readers of all ages. Visit MITBC online at www.alliancelibrarysystem.com/indexMITBC.cfm.

For questions about machines, contact Mary Coffey at mcoffey@alliancelibrarysystem.com or extension 2161.

For questions about Talking Books circulation or the collection, contact Janie Spelbring at jspelbring@alliancelibrarysystem.com or extension 2120.

For Talking Books reader advisory services, contact one of the following Reader Advisors.

<i>Patron's Last Name</i>	<i>Reader Advisor</i>	<i>Email</i>	<i>Extension</i>
A-G	Priscilla Whipp	pwhipp@alliancelibrarysystem.com	2122
H-O	Jan Plemons	jplemons@alliancelibrarysystem.com	2130
P-Z	Nancy Boucher	nboucher@alliancelibrarysystem.com	2124

notes

minimum wage

The minimum wage increased by an additional 25 cents to \$8.00 on July 1, 2009, and will increase to \$8.25 on July 1, 2010. More information can be found at www.state.il.us/agency/idol/laws/Law105.htm.

Illinois Hourly Minimum Wage Rates by Year (Pursuant to Public Act 94-1072)	7/1/08-6/30/09	7/1/09-6/30/10	On /after 7/1/10
Adults (18 or older)	\$7.75	\$8.00	\$8.25
Tipped employees	\$4.65	\$4.80	\$4.95
First 90 days w/employer	\$7.25	\$7.50	\$7.75
Youths (under 18)	\$7.25	\$7.50	\$7.75
Tipped employees	\$4.35	\$4.50	\$4.65

online resources

The **Library Toolkit**, available at www.alliancelibrarysystem.com/CEdownloadables.cfm, is a handy archive of downloadable brochures, documents, and resources for librarians, staff members, boards, and administrators.

Technology Training Wheels are quick, online aids to get you and your library up and running with new and emerging technologies. Look for the TTW logo on the ALS homepage or visit <http://technologytrainingwheels.pbworks.com/>.

WebJunction Illinois, at <http://il.webjunction.org>, provides Illinois librarians with free online training, searchable resources and information, and a place to connect. View the Getting Started article at <http://il.webjunction.org/web/10682/wjil/articles/content/1093788> and the free courses at <http://il.webjunction.org/catalog>.

poster service

For more information about creating posters or having your photos and artwork printed on the poster machine, contact Sandy Albrow at salbrow@alliancelibrarysystem.com or extension 2135.

rsa

Visit the main RSA page at www.alliancelibrarysystem.com/indexRSA.cfm to view the RSA committees' agendas and minutes, training videos about specific subjects, and "cheat sheets" on shortcuts and directions for various tasks.

Subscribe to the Union Listers listserv

www.alsrsa.org/sunionlist.html

Subscribe to the Basic Online listserv

www.alsrsa.org/sbonline.html

Subscribe to the Online listserv

www.alsrsa.org/sonline.html

A current roster of RSA staff can be found at and printed from www.alliancelibrarysystem.com/RSAstaff.cfm.

staff list

A complete current listing of contact information for ALS, RSA, and MITBC staff is available for viewing and printing at www.alliancelibrarysystem.com/aboutUs1/staff.cfm.

wimba

Horizon WIMBA is an online classroom and meeting space. Use WIMBA to participate in live and archived ALS learning opportunities from the comfort and convenience of your desk. Specific access information is provided with class details, but you can learn more about WIMBA and how to use it by viewing the tutorial at www.webjunction-il.org/Wimba/Tutorial/player.html. Additional resources can be found at <http://il.webjunction.org/wimba-guide>.

notes

consulting and continuing education team

Our goal is to provide professional advice on matters relating to administration, operation, and creation of libraries. If your assigned consultant is unavailable when you call, please do not hesitate to contact our other team members. In the C&CE department, we work as a team and always try to answer your questions as quickly as possible.

LEE LOGAN

**Director of Consulting &
Continuing Education**

309-694-9200 ext. 2112 (office)
llogan@alliancelibrarysystem.com



Lee's specialties include legislation, library law, e-rate, taxation, referendums, system membership, and general consulting.

ROSE CHENOWETH

**Library Development
Consultant**

309-694-9200 ext. 2110 (office)
309-241-6430 (cell)
rchenoweth@alliancelibrarysystem.com



Rose's specialties include trustees, construction, system membership, problem patrons, intellectual freedom, long-range planning, and general consulting.

BETH DUTTLINGER

**Library Development
Consultant**

309-694-9200 ext. 2117 (office)
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bduttlinger@alliancelibrarysystem.com



Beth's specialties include academic and special libraries, virtual reference, recruitment, system membership, and general consulting.

ANGIE GREEN

**Library Development
Consultant**

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309-241-6424 (cell)
agreen@alliancelibrarysystem.com



Angie's specialties include school libraries, youth services, customer service, system membership, and general consulting.

GENNA BUHR

**Library Development
Specialist**

309-694-9200 ext. 2145 (office)
309-241-6428 (cell)
gbuhr@alliancelibrarysystem.com



Genna's specialties include marketing, IPLAR/per capita grant questions, non-resident services, group purchases, system membership, and general consulting.

SUZANNE BASCHIERI

**Consulting & Continuing
Education Administrator**

309-694-9200 ext. 2109 (office)
sbaschieri@alliancelibrarysystem.com



Suzanne's specialties include interlibrary loan and database training, Plinkit, Library Learning (L2), member data, and event coordination.