Best Practices in Library Services for Spanish Speaking Communities

Annie Lewis, Crystal Garcia, Elizabeth Lopez, Maria Aguilar, Angelica Novoa

Meet Your Presenters

Annie Lewis,
Outreach Librarian
for Tualatin Public
Library

Maria Aguilar,
Latino Outreach
Coordinator for
Cornelius Public
Library

Elizabeth Lopez,
Programming Librarian for
Hillsboro Public Library

Angelica Novoa, Bilingual
Library Assistant at
Canby Public Library

Crystal Garcia, Library
Assistant II, Sherwood
Public Library

Lightning Fast Overview

o Community Analysis
o Advocacy
o Diverse workforce and volunteer core
o Programming
o Outreach
o Collection Development
o Marketing

Overview of presentation:

First part applies to all levels of Spanish language services (outreach, programming and collection development) and includes: Getting to Know Your Community (community analysis), Advocating for Spanish speakers in your community and working with volunteers.
Then we will cover best practices in programming, outreach, collection development and marketing.
Today's presentation will introduce topics, provide examples and resources and hopefully provide plenty of tips and ideas for implementing or improving services to the Spanish speaking community.

Organization of presentation:
Foundations of services
Community Analysis
Advocacy
Diverse workforce and volunteer core
Programming
Outreach
Collection Development
Marketing

Where to begin?

Whether your library has unlimited resources or limited resources, everyone needs to find a starting point. Before you can begin to plan or enhance services, you need to become familiar with the mission of your organization, vision and/or strategic plan of your library and parent organizations and the priorities of your community. Developing programs and services from a foundation that incorporates the mission of your organization will ensure that your programs will be supported and relevant to your community. Not only do you need to align your programs and services with your mission but you also need to do some homework to shape your understanding of the specific needs of your community.

Market and Community Analysis

Quantitative Data

Who are your customers? Adults, teens, children? Seniors? Language preference / ability? Education level? First, second, third generation?

Find out with some level of community analysis – "Assessing your service area demographics, economic indicators, social indicators, housing, education and industry data."

- Quantitative Data
  - Census
  - American Community Survey
  - Pew Hispanic Center
  - Other sources:
    - County or local non-profit data
    - County website
    - Service agencies
    - School District data
    - Business directory

County and service agencies often have reports that will describe income, household size, educational levels and a variety of barriers for service. These can help you understand your customers.

School data (AYP – adequate yearly progress) is great because it is standard for every individual school. Look for "limited English" or ESL, "Hispanic origin" and participation in federal lunch program for community descriptions.

Market and Community Analysis

- Qualitative Data
  - Patron surveys
  - Focus groups
  - Informal conversations
  - Staff and volunteers

Data and statistics are extremely valuable but word-of-mouth patron feedback, volunteer input can be just as if not more valuable. Be prepared to record this information at the reference desk, during or after programs or while doing outreach visits.

Also, partners and community organizations are critical to providing information about specific needs from the Spanish speaking community. During the outreach section of this presentation we will discuss this more in depth.

Forest Grove City Library conducted a focus group study which is provided as a handout for you to refer use. We have also provided a few samples of program evaluations for use.

Advocacy

- Be prepared and proactive
- Make sure your stakeholders know why Spanish language services are important
- Share successes

Be prepared and proactive

Know your stakeholders and act before they do

- o Publicize your successes internally
- o Offer to do presentations for Friends of the Library, Library Foundation, City Council, Library Advisory Committee, library staff and upper management
- o Keep statistics and have them at the ready

Funding & Budgets

- Make Spanish language services a priority
- Seek out funding sources
  - Grants: LSTA, Meyer Memorial Trust, Target, Verizon Corporation
  - Library Foundation and Friends of the Library
  - Local businesses

Be an advocate for adequate funding no matter your position.
Be prepared to share statistics and data related to Spanish language services to demonstrate needs and successes
Seek out grant funding and support from local businesses.

Diverse Workforce

Work to make diversity a priority in your workplace
- Does your organization have a diversity statement?
- Work with HR to ensure diversity is a priority
- Advocate for recruitment of bilingual personnel and pay differential

Diverse Volunteer Corp

Volunteers are critical to the success of library programs and services.

- Collection development
- Program instructors
- Program assistants
- Outreach assistants
- Advocates, informants and marketing assistants

- Understand your library's formal volunteer recruitment process
- Create a list of potential Spanish-speaking volunteers
- Create a volunteer description for projects
- Periodically check-in with your volunteers
- Work with people who need volunteers hours
- Utilize networking opportunities to recruit
- Keep community agencies informed about needs
- Give volunteers meaningful tasks
- Be flexible

Now that the homework is done…

Act!
- Programs
- Outreach
- Collection Development
- Marketing

Programming Planning & Implementation

- Identify program
- Define your goals/objectives
- Create a plan
- Resource inventory
- Plan for evaluation

- Identify the types of program(s) you would like to see in the library:
  - o is there a community agency you can partner with?
  - o what performers/speakers/instructors are available in the community
- Create the project plan
  - o how does your project align with your library mission and/or strategic plan?
  - o what community need does the program meet?
  - o what will your goals be?
  - o how you will evaluate the program?
- What resources will you need to implement the program ? (staffing, volunteers, costs, other fees, time)

Program Planning Worksheet

Pre-Program Planning

Day of Program

After Program

Program Planning Checklist:

Pre-program Planning
- Idea/ Approval
- Room Reservations - what type of space is needed
- Performance agreement - should specify date/time, fee for program, equipment needs, form of payment and any other rules pertaining to your city
- Make payment arrangements - will check be mailed out, given the day of, etc.
- Volunteers - identify volunteers and give them instruction before hand
- Publicity
- Check-in with performer - reminder email 1 week before program with address to the library and phone # for the day of

Day of program
- Arrange room
- Signs / Evaluation forms
- Booklists / Book displays / calendar / flyers
- Refreshments / snacks (optional)
- Prepare short introduction
- Act as host / greet patrons / see to performer's needs

After Program
- Assist with packing
- Clean up
- Take note of statistical count
- Request payment release (if needed)
- Send thank-you note to performer (via mail or email, maybe on Facebook too!)

General Recommendations

- Create and maintain list of bilingual/Spanish-speaking talent
- Utilize NW REFORMA's performer list
- Salem Performer Showcase (even years)
- Identify local Latino media outlets
- Focus on family programs and educational programs
- Engage with patrons
- Maximize Latino holidays
- Maintain a distribution list
- Provide child care when possible

These are general recommendations that we suggest you keep in mind when creating programs

-Its good to identify local performers, presenters and people in the community who you can hire to lead a program (crafts, painting, writers, caterers, etc)

-Also good to keep a current list of local media outlets and contacts since these tend to change frequently

-Engage with patrons: reference transaction can become an invitation opportunity; welcome, introduce yourself, talk after the program

-Invite patrons to "Like" the library's Facebook page to keep up with upcoming programs

-Dates to keep in mind are Independence dates, Dia de los ninos, Dia de los muertos, Dia de la madres, Hispanic Heritage Month

Example Programs

Some successful ongoing programs that are done at WCCLS include:
Dia de los ninos - will just mention since there is another session just on Dia
Dia de los muertos annual celebrations (includes a craft and storytime, some use
librarians, other hire an performer)
Intercambio (Spanish English Conversation Group)
Spanish Storytimes
Computer Classes
Citizenship classes
English as a second language
Hispanic Heritage Month Celebration

Program Evaluation

Why evaluate?

- Helps to fine-tune a program
- Gives you a better understanding of types of programs sought
- To assess programs goals

How can data be used:

- To apply for grants
- To report to Director, City officials, Library Board
- To advocate/plan for future programs
- To gain accurate picture of budgetary/staff needs
- To keep patrons engaged with the library

Tracking Data

Data that can be tracked includes…

- Number of attendees
- How participants heard about program
- Did participants like the program
- What other programs would like to see
- Actual money spent, actual staff needs

Sample Evaluation

Program Name:_____

How did you hear about this program?

_____

Have you attended other library programs before?_____
Did you like the program?_____

Would you recommend it to a friend? If yes, what would you say?

_____
_____
What other programs would you like to see in the library?

_____
Do you have any other comments or suggestions?_____

This is just one simple evaluation that you can consider using for your programs. In the handouts we have included a longer evaluation that is used by the Canby Library that you can also take a look at to get more ideas about the types of questions that you can include.

Outreach

- Set goals
- Use pilot project concept
- Small steps lead to big steps overtime
- The return on investment is huge with outreach programs

- Use data gathered in community analysis to set yearly and/or quarterly goals
- Remember that small steps are okay
  - o Example: in fiscal year 2013/14 the library will partner with the local school district to offer book talks for the ELL classrooms
  - o Example: in fiscal year 2013/14 the library will partner with one social service organization to share information about services to the clients of each organization

Outreach: Identifying Partners

Identify organizations serving Spanish speakers
- Social services organizations
- Schools (K-12, community colleges, universities)
- Religious organizations
- Farmworker groups
- Legal organizations (law firms, Legal Aid, etc.)
- Immigrant rights groups (CAUSA Oregon)

Speak with Spanish speaking individuals
- Make connections through organizations, library volunteers or patrons, focus groups

Using resources such as census data, school district website and data, 211, non-profit directories, Oregon Helps website, social services agency websites, develop a list of organizations to contact and speak with about the specific needs of Spanish speakers in the community. Try to set up an informal interview over the phone or in-person to let them know you are trying to find ways to reach out to the Spanish speaking community in your area. Think of these agencies as gold mines of information. Find out what information their clients need to help them with educational and recreational needs.

Develop partnerships

Use partnerships to expand services inside and outside of the library

WCCLS member libraries have partnered with a number of organizations to enhance and expand library services including:

PCC, NW Family Services, CAUSA, local church (example: Rolling Hills), TTSD (other school districts, Mission Citizen, Centro Cultural, Pacific University, Legacy Meridian Park Medical Center, Department of Human Services, Virginia Garcia Wellness Center, Preschool -headstarts/ healthy start-, Immigration Counseling Services.

Outreach Programs

- Citizenship classes
- Presentations to local businesses/apartment complexes, schools, social services organizations about library services
- Early literacy presentations at head starts
- Partnerships for summer reading programs
- Preschools
- Bilingual book kits to local day care organizations
- Parenting classes
- GED classes and materials
- English as a Second language classes / curriculum support
- Storytimes at migrant camps
- Inviting organizations to present on services at library (DHS, Community Action, resource fair)

Outreach: the fine print of partnership

Establish parameters of the agreed partnerships

- o What services will each organization provide?
- o What is the time period of the agreement?
- o Who is responsible for communicating with each organization/individual?
- o When and how often will the services take place?
- o What are the desired outcomes of the partnership?
- o How do you decide when outcomes have been met?
- o Does the partnership require an intergovernmental agreement, contract or other legal agreement?

Outreach: evaluate services

- Evaluating outreach services
  - Feedback from participants
  - Feedback from partners
- When evaluating keep in mind:
  - Initial goals
  - How will the data be used (grants/awards, planning future services)
- Share feedback with partner organization and make a plan for future services

Collection Development:
Where do I begin?

Research Your Community
Initial Considerations:
- % of population
- Country of origin
- Length of time in the U.S.
- Education level
- Age

Re-evaluate Your Collection Development Policy

Initial considerations/question that need to be answered. Develop a collection development policy that allows for the inclusion of Spanish language materials, or, at least for multilingual material.

Collection Development
How do I know what to buy?

General Considerations:
- Author's country of origin
- Native Spanish language authors
- Works in translation
- English language works by Latino authors
- Take a chance!

Consider the author's country of origin, try to select works originally written in Spanish by authors who come from the same country (or countries) of origin as your patrons (this is the first preference). Second preference should be given to works originally written in Spanish by authors from Spanish-speaking countries other than the country/countries of your patrons. Next consider works in translations, preferably those translated by a native Spanish speaker. Also consider English language works written by Latino authors. These books may or may not be located within the Spanish language collection, but, the inclusion of these materials does help better serve your Latino patrons, particularly Latino-Americans – who are often fluent in two languages and cultures and who are looking for materials that help bridge their bicultural experience by allowing them to identify with both cultures at once. Don't be afraid to take a chance! Some materials will not fit within one (or any) of these categories, but YOU know your community and can best gauge what might appeal to your patrons.

Collection Development: Selecting Adult Spanish Language Materials

Key Considerations:
- Select for your community!
- Consider both Spanish and English reviews
- Non-fiction
- Multimedia

Because it cannot be emphasized enough, and because it is so crucial to adult fiction in particular, selecting for your community is essential. Spanish fiction tends not to circulate as well as non-fiction. Fiction titles that do circulate well are those that are selected with your local audience's background in mind; meaning the materials are coming from the same country of origin written in the Spanish that is most familiar to your patrons. Short stories. When considering works in translation read reviews in both Spanish and English (mention Google translate to get the gist of a review). If the quality doesn't meet the standards for items we add to our English language collection, it shouldn't be added to the Spanish collection based on the fact that it's available in Spanish. In this slide I will also briefly discuss popular non-fiction topics and the benefits of including multimedia (e.g. books on CD, books + CD) in the adult collection.

Collection Development:
Evaluating Children's Picture Books

- Examine the roles of the characters
- Examine and identify stereotypes
- Examine cultural authenticity
- Examine text and illustrations
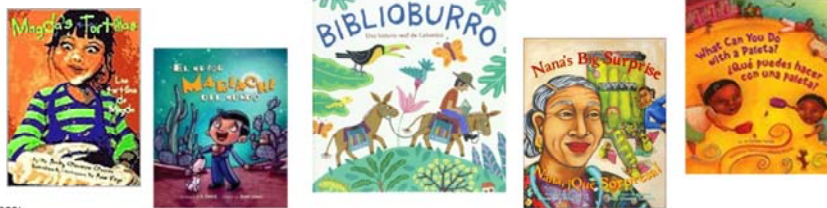
Reference:
Naidoo, Jamie, C. (2010). Celebrating Diverse Latino Cultures, Literature, and Literacy Everyday, Retreived from ALA website
http://www.ala.org/alsc/sites/ala.org.alsc/files/content/confevents/institute/institutehandouts/Diversity%20Handout.pdf

Are characters independent and able? Are there stereotypes present? Are differences between various Spanish-speaking cultures apparent, or is the "Latino culture" presented as one cohesive culture? Does one language appear to outweigh the other (e.g. text is more prominent on page)? Are characters presented with varying skin tones and hair and eye color? Culturally insensitive messages, although they may be unintentional, can carry great significance because these are the characters that Latino kids are identifying themselves with.

Collection Development:
Children's Bilingual Books

- Bilingual materials help create a more inclusive collection.

Additional evaluation considerations for bilingual books:
- Balanced text
- Accurate translations

Additional considerations for evaluating bilingual books.

Collection Development:
Review Resources

- Review journals
- Vendors
- Blogs
- School affiliates
- Community partners
- Other libraries/library systems
- Retailers & local business owners
- Patron recommendations
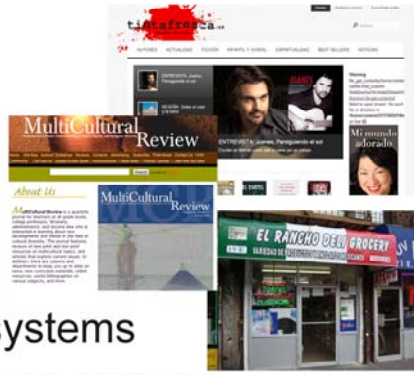
Updated blog examples: Tinta Fresca, Accidental Bibliotecario. A word about core collection lists - Often when a collection is being established or reevaluated there is a tendency to turn to core collection lists. Experience (and the professional literature) is beginning to demonstrate that libraries may be more successful with their Spanish language collections if they first focus on including current materials and then building up their collection.

What if I don't speak Spanish?

Helpful resources for non-Spanish speakers:
- Accidental Bibliotecario
- REFORMA reviews
- Multicultural Review
- Volunteers
- Google

Collection Development:
Collection Maintenance

Special considerations for Spanish language collections:

- Budget for new materials to be added regularly
- Circ stats
- Track in-house use

New materials added regularly keeps collection fresh, updated, and interesting to patrons. Circulation statistics alone should not determine if items are deselected from the Spanish language collection. Sometimes Spanish items need more time to prove their worth. Track in-house use if possible.

Guadalajara FIL International Book Fair

How many of you have felt frustrated when developing the Spanish collection in your library?

© Photo Courtesy FIL Guadalajara

You are looking for specific materials and you cannot find them, they are out of print, or the publisher is out of stock. It is easy to lose the track of your budget when those items are on backorder or never arrive.

Where?

Guadalajara International Book Fair

Feria Internacional del Libro de Guadalajara®

© Photo Courtesy FIL Guadalajara

I get very frustrated because I know that those materials are out there and I could go and get them.
we need to go and we need to build the best Spanish collection and also keep it that way.

FIL in Guadalajara is ...

© Photos Courtesy FIL Guadalajara

Homenaje al Bibliotecario 2011

A place where all the publishing houses get together and bring their materials so we can touch.
A place where we can find both adult and children's materials.
A great opportunity to establish or reinforce our network with other professionals.

The fair offers

© Photos Courtesy FIL Guadalajara

Workshops, forums, colloquiums, book presentations, concerts, and around 450 booths.
A place where we can experience the different culture while having fun

PLA 2010, 2012

Philadelphia 2012

Attendees: 6,127

Virtual Conference
Registrants: 136

Exhibitors: 2,502

Total: 8,765

Portland 2010

Attendees: 5,288

Virtual Conference
Registrants: 117

Exhibitors: 2,320

Total: 7,725

FIL Guadalajara in the last two years

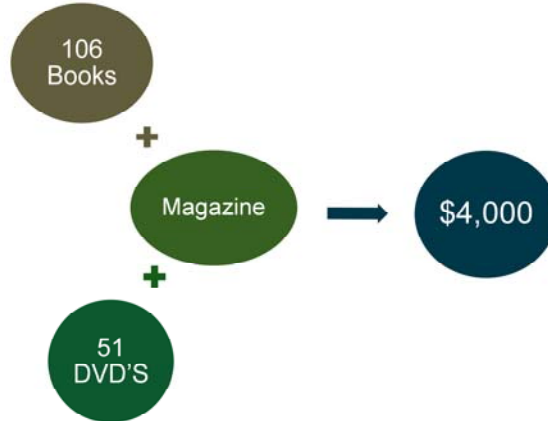| Activity	2011	2012
Attending Public	659,898	701,857
Publishing Houses	1,935	1,928
Countries represented by Publishing Houses	43	44
Book Professionals	17,800	20,363
Literary Agents	188	256
Participating companies in the Rights Center	103	122
Children participating in FIL Niños	150,201	157,355
Activities for FIL Youth	106	124
Registered Media	501	495
Registered Journalists	1,940	1,958
Book Presentations organized at FIL	529	550
Literary Forums	53	60
Academic Forums	22	20
Artistic and Musical Events	101	128
Professional Activities	96	139
Prizes and Tributes	14	14
Sponsors	64 y seisempresascolaboradoras	62
Web site hits during the 9 days of FIL	4'287,387	4'750,602

What is happening in your community?

- Almost 25% of the population in Canby is Hispanic or Latino
- One total language immersion school
- Canby library has acquired Spanish language materials that are helping them practice their knowledge and keep them engaged
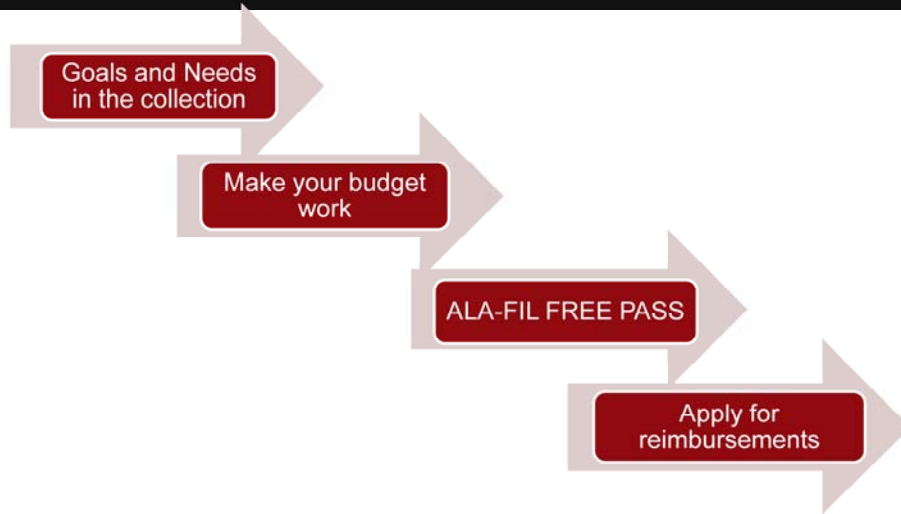- We need to have not only a decent Spanish collection,but an excellent one

Attending the FIL in Guadalajara will definitely be beneficial to your library and community

That school has a waiting list for students to attend
To help the students and others in the community

Items from FIL

106 Books

+

Magazine → $4,000

+

51 DVD'S

To attend the FIL

Goals and Needs in the collection → **Make your budget work** → **ALA-FIL FREE PASS** → **Apply for reimbursements**

1. Develop a plan that will prioritize the goals and specific needs within your collection
2. Decide how you can make your budget work
3. Get registered through the American Library Association (ALA) website the International relations Office provides information for the ALA-FIL FREE PASS Program. The application for the program opens on March 15 and it closes on September 1, 2013.
4. You will get information on how to apply for reimbursements, travel requirements, hotel information and transportation in Guadalajara.

Stay informed

- www.fil.com.mx
- Decide how to ship the material
- Make an agenda
- Orientation session
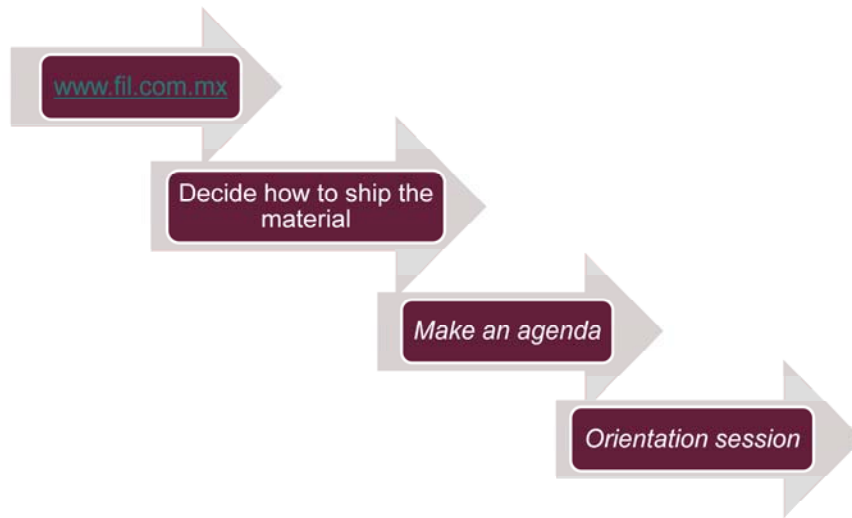
5. 5. FIL Guadalajara website will provides a lot of information on the book fair and on Guadalajara.
6. To find information on how to use a shipper, visit the site http://www.fil.com.mx/ingles/i_exp/i_monta_envio.asp
    Contact vendors: Brodart, Multicultural Books & Videos, Lectorum. Also reps from Bilingual Publications: Donars, Baker & Taylor, Follett, Noda, Giron, Chulain, etc.
7. Decided days and times to work, set meetings, respond to invitations, check the professionals program, and the cultural program and different places to visit.
8. Attend the orientation session that is setup by ALA-REFORMA librarians

At the fair

- Follow your schedule
- Focus on your list of needs to buy
- Visit Salon de Novedades where the new books are that are chosen by committees of professionals on book acquisitions
- Do networking and visit with others librarians. Have fun; go to the movies, go to a play, visit Guadalajara and experience the culture.

Publicity - suggestions

Identify Your Market
- Who is your target audience?
- What are you trying to promote?

Create Publicity Plan
- List of community agencies that will promote
- Social media outlets/In-house print promotion
- Latino media outlets/ targeted opportunities

Target audience--will it be patrons, businesses, professionals, kids, families, etc.
Publicity plan--will you need any photo release forms? these programs make great
opportunities to take photos and later use them for grants, sharing with the library board,
community, etc.

Strengthening Partnerships

Library Cross-Promotion

- Highlight collections areas
- Highlight other special or ongoing events
- Mention unique services offered by the library
- Network (exchange business cards, explore opportunities for further partnerships and/or expanded services)
- Cross promote your program/activity with that of a partner

Now that you have a list of partners, this is a great opportunity to strengthen those networks by cross promoting any events that are going on. Ask your partners to spread the word to their clients, patrons, staff, etc to help boost attendance and recognition that your library offers these types of programs.
posting, get on a partners email list, helps to reach more families

Community Events

Any community or information table events
   such as:
- School events
- Health fairs
- National Night Out
- Children's Day
- Other community events specifically
  targeting Spanish Speaking patrons

School events--attend Back to School Nights, Literacy Nights, Wellness nights, Kinder, Summer school, any event that the school may be putting together is a great opportunity to get your foot in the door and connect with other people at the event, or keep on their radar for upcoming events.
If your city or county hosts Health fairs, or garlic festival, or any event that is known and big in your community, it's a great place to start spreading the news about your events and learning about other non-profits, or businesses that can partner with you.

Promotion Locations

- Local newspapers in Spanish
- Partner websites
- Library website
- Listservs
- Grocery stores
- Local agencies
- Radio
- Laundromats
- Social Media
- Schools
- Local businesses
- Reader boards
- City newsletter
- Churches
- Specialty stores targeting Spanish speakers
- Volunteers and word of mouth

Don't forget to include your city/county website if allowed to promote your event. Any reader boards that are available. usually businesses are happy to give an "in-kind" donation of the reader board for an event that is coming up. Get list of local stores, agencies, community organizations, newspapers - add an appendix for flyer examples

"Mas libros, mas libres"
Spanish Book Club

Goal: To create a Spanish language reading circle that cultivates the love of reading in the Spanish-speaking community and Spanish-language learners through the reading and discussion of Latin American literature.

- Focus on short stories
- Meets twice a month
- Discussion and/or other complementary activities
- Adults and & Teens
- Copies of the stories provided by the library

-Volunteer recruited by Librarian, formal orientation done by Volunteer Coordinator
-Titles are selected by Librarian, with occasional input from community members
-Flexibility in expanding/revising project
-Publicity venues have included radio, community tv, podcasts, personal invitations followed by Facebook invitation reminders
-Handout includes specific project outline, volunteer job description, and titles read so far

Publicity / Promotion

- MetroEast Community TV
- El Hispanic News
- Univisión TV Station
- Local Classes
- PCC Women's Support Class
- Despierta Hillsboro
- Community Action Energy Fair
- Reedville Community Celebration
- Forest Grove Farmers Market
- Hillsboro Latino Cultural Festival
- Washington County Fair
- La Grande radio station

Example flyer, program, and locations promoted at

- Flyers
- Podcasts
- Personal Invitations
- Facebook
- Photographs

Resources

- American Library Association
  - RUSA guidelines
    - Guidelines for the development and promotion of multilingual collections and services. http://www.ala.org/ala/mgrps/divs/rusa/resources/guidelines/guidemultilingual.cfm
    - Guidelines for library services to Spanish speaking library users http://www.ala.org/ala/mgrps/divs/rusa/resources/guidelines/guidespanish.cfm
  - Office for diversity http://www.ala.org/ala/aboutala/offices/diversity/index.cfm
  - Ethnic & Multicultural Information Exchange Round Table http://www.ala.org/ala/mgrps/rts/emiert/index.cfm
- REFORMA – National Association to Promote Library and Information Services to Latinos and the Spanish speaking. http://www.reforma.org/
  - PNW REFORMA chapter http://nwreforma.blogspot.com/
  - REFORMA Listserve
- PLA Online Courses: Celebrate Diversity: Cultural Awareness
- NW Central Resources http://www.nwcentral.org/resources
- WebJunction, library services for Spanish speakers
- Tomas Rivera Policy Institute
- Bill and Melinda Gates Foundation

Questions

Biblioteca Pública de Canby Evaluación del Programa

Backyard chickens   **Feb. 19**

1.   Por favor califica la cualidad del programa en general:
      (circula uno)   **Excelente**   **Buena**   **Regular**   **Mala**

2.   Me entere acerca de este programa: (circula todas las que sean verdaderas para ti)
      En la pagina de internet de la biblioteca
      En el boletín de actividades de la biblioteca
      En la biblioteca a través de: volantes / personal de la biblioteca / un cartel o letrero (anuncio)
      En el periódico
      A través de otra persona (amigo/a, vecino, algún miembro de la familia)
      A través de la escuela
      Otro (por favor especifica) ————————————————————

3.   En este programa, yo   (circula todas las que sean verdaderas para ti)
      Me divertí   **Conocí nuevas personas**
      Aprendí algo nuevo
      Me motive a aprender mas   **Me sentí parte de la comunidad**

4.   ¿Que tipo de presentaciones te gustaría ver en la biblioteca en el futuro?

5.   Comentarios Adicionales:

6.   Por favor envíenme el boletín de actividades de la biblioteca por e-mail.
      Mi nombre es:

      Mi cuenta de e-mail es: ————————————————————————

¡Gracias por tus comentarios y por asistir a este programa!

Canby Public Library Program Evaluation

Backyard chickens   Feb. 19

1.   Please rate the overall quality of this program:
(Please circle one)   **Excellent**   **Good**   **Fair**   **Poor**

2.   I have heard about this program: (check/circle all that apply)
On the library's website
In the library's newsletter
In the library through a flyer   - a sign -   staff person
In a newspaper   -   non-library publication
From another person (friend, neighbor, family member)
At school
Other (please specify)——————————————————————————————

3.   At this program, I (check all that apply)
Had fun   **Met new people**
Learned something new
Was inspired to learn more   **Felt connected to the community**

4.   What type of presentations would you like to see at the library in the future?

5.   Additional comments:

6.   Please send me the library newsletter by e-mail.
My name is:

My e-mail is: _____

Thank you for your input and for attending this program!

Padres Activos

El propósito de la clase "Padres Activos" es apoyar el desarrollo del potencial humano por medio de la estructura familiar, ofreciéndole a los padres la información y las técnicas esénciales con el propósito de fomentar en sus niños las características para crecer en una sociedad democrática: la cooperación, el valor, la responsabilidad y la auto-estima.

La clase es enseñada por Northwest Family Services y se reunirá dos horas, por cuatro Viernes consecutivos (el 11, 18, 25 de enero y el 1 de febrero). Se ofrece cuidado de niños gratis para niños de 2 a 8 años de edad. Para registrarse visítenos en persona.

11 de enero
10:00 am-12:00 pm
Biblioteca Main
Salón comunitario
Clase gratuita

Hillsboro
Public Library

"Más libros, más libres" Spanish Book Club

Goal

To create a Spanish language reading circle that cultivates the love of reading in the Spanish-speaking community and Spanish-language learners through the reading and discussion of Latin American literature.

Objectives

- To encourage adults and teens to learn about Latin American cultures and traditions through reading.
- To encourage participants to develop and/or maintain their Spanish speaking skills.
- Create a welcoming environment at the library where participants can meet and express their ideas about shared reading in a way that stimulates critical thinking.
- Create a solid group of participants, between 10-20 participants, that enjoys shared time around recreational reading at the library.

Staffing

Librarian I will work closely with a bilingual volunteer to staff the project. In addition, the librarian will work closely with the Public Information Liaison to create bilingual print promotional pieces for the project.

Marketing Plan

Promotional pieces include a letter-sized flyer, half-sheet flyers for handing out, podcasts for use on Facebook, event invitations through the *Bibliotecas WCCLS* Spanish Facebook page, and photographs.

Ongoing promotion of the book club will be promoted in these targeted events/programs as the opportunity arises:

- MetroEast Community TV
- El Hispanic News calendar
- Univisión TV Station calendar
- Adelante Empresas classes
- Adelante Educacion classes
- PCC Rock Creek campus Women's Support Class
- Despierta Hillsboro networking meetings (Hillsboro Chamber of Commerce)
- Community Action Energy Fair
- Reedville Community Celebration
- Forest Grove Farmers Market
- Hillsboro Latino Cultural Festival
- Washington County Fair
- La Grande radio station

Titles Selected To Date

"Diles que no me maten" de Juan Rulfo

"La parábola del joven tuerto" de Francisco Rojas Gonzales

"Reloj sin dueño" de José López Portillo y Rojas

"Solución inesperada" de B. Traven

"Las Canastitas" de B. Traven

"La Tigresa" de B. Traven

"El Ahogado Más Hermoso Del Mundo" de Gabriel García Márquez

"Chac Mool" de Carlos Fuentes

"La ménades" de Julio Cortázar

"La culpa es de los Tlaxcaltecas" de Elena Garro

"En el viaje de novios" de Javier Marías

"Walimai" de Isabel Allende

"Una caja de plomo que no se podía abrir" de José Luis González

"Macario" de Juan Rulfo

"El desafío" de Mario Vargas Llosa

Volunteer Assignment Description

Spanish Book Club Moderator

Program Description:

Hillsboro Public Library Reader Services staff plans and presents a variety of programs for adults and children each month. Beginning in the fall of 2012, the Hillsboro Public Library at Shute Park will launch a Spanish language book club for teens and adults. The main goals of the book clubs are: 1) to cultivate and encourage the habit of reading among Spanish-speakers, 2) to create cross-cultural understanding through the reading and discussion of Spanish language literature and 3) to create a welcoming environment at the library where participants can meet and express their ideas around shared reading.

What: This position involves assisting a librarian with moderating, recommending titles, and creating discussion questions for the Spanish Book Club.

Where: Meeting Room, Shute Park Branch

Supervised by: Elizabeth Lopez, Reference Librarian

When: 2nd and 4th Weds of each month, plus additional preparation time

Time commitment:

The Spanish book club will meet every two weeks from 6:00pm-7:30pm plus additional prep time in-between meetings. Time commitment may vary, but is generally expected to be between 10-15 hours per month.

Skills required:

- Ability to follow directions
- Good public contact skills
- Ability to lift chairs, push tables

Core duties:

- Assists with program preparation
- Sets up and takes down materials, tables, and chairs for programs
- Greets book club participants and answers questions relating to the program
- Assists with moderating discussion during the book club meetings
- Recommends book club titles

- Assists with promotion of the book club in the community

Skills gained:

- Will learn about library program planning
- Will be able to share reading with like-minded individuals
- Will gain knowledge of Spanish-language literature
- Will receive valuable work experience

¡Planificador para la hora de cuentos!

Storytime planner

Tema/*Theme*:

Libros/*Books*:

Libro que rima/*rhyme book__*; libro de participación/*participation book__*; libro de información/*informational book__*; libro cumulativo/*cumulative book__*; libro predecible/*precitable book__*

Canciones y rimas/*Songs and rhymes*:

Pizarrón de tela o juguete de cuento/*Felt board or puppet*:

Proyecto de arte/*Art project*:
Materiales necesarios/*Supplies needed*:

Otras actividades (ciencia, matemáticas, historia, arte, movimiento, dramatización)/*Other activities (science, math, history, art, movement, drama)*:

Invitado especial o excursion/*Special guest or tour*:

Program Planning Checklist:

Pre-program Planning

- Idea/ Approval

- Room Reservations - what type of space is needed

- Performance agreement - should specify date/time, fee for program, equipment needs, form of payment and any other rules pertaining to your city

- Make payment arrangements - will check be mailed out, given the day of, etc.

- Volunteers - identify volunteers and give them instruction before hand

- Publicity

- Check-in with performer - reminder email 1 week before program with address to the library and phone # for the day of

Day of program

- Arrange room

- Signs / Evaluation forms

- Booklists / Book displays / calendar / flyers

- Refreshments / snacks (optional)

- Prepare short introduction

- Act as host / greet patrons / see to performer's needs

After Program

- Assist with packing

- Clean up

- Take note of statistical count

- Request payment release (if needed)

Send thank-you note to performer (via mail or email, maybe on Facebook too!)

Got library fines? Got canned food?

When: April 19, 20, or 21

Where: Cornelius Public Library

How: Bring a non-perishable boxed or canned food item.

Why: $1 off per one (1) item donated* (max $5 total)

The following items CANNOT be accepted:

- Items requiring immediate refrigeration
- Dented or rusted cans
- Damaged or opened items
- Items with expired dates
- Homemade food

*Food donations are happily accepted even if you don't have any accrued fines. Please note that this option only applies to overdue fines and does not apply to lost book or billing fees, or to accounts in collections. Food donations will go to the United Methodist Church Food Pantry and St. Alexander's Food Pantry in Cornelius.

¿Tiene recargos en la biblioteca? ¿Tiene comida enlatada?

Cuando 19, 20 o 21 de abril

Donde: Biblioteca Pública de Cornelius

Como: Traiga alimento enlatada o de caja

Por qué: $1 de descuento por un (1) producto donado* ($5 máximo)

No podemos aceptar:

- Productos que requieran refrigeración
- Latas oxidadas o golpeadas
- Productos dañados o abiertos
- Productos con fechas vencidas
- Comida hecha en casa

*Aceptamos donaciones de comida aunque no tenga cargos acumulados. Por favor note que esta opción solo se aplica a cargos por materiales entregados tarde y no se aplica a cargos por material perdido, dañado, o a cuentos en colección. Las donaciones de comida serán entregadas al banco de comida de United Methodist Church y de San Alejandro en Cornelius.

Food for FINES

Cornelius - Oregon's Family Town

Cornelius Public Library
1355 N Barlow St.
Cornelius, OR 97113
503.357.4093
www.ci.cornelius.or.us/library

Clases Gratuitas de Inglés

Free English Classes

**Los sábados
10am-11am
11 mayo—29 junio**

**Saturdays
10am-11am
May 11—June 29**

La Tualatin Public Library (Biblioteca Pública de Tualatin) estará ofreciendo una serie de clases de inglés como segundo idioma (ESL) todos los sábados, comenzando el 11 de mayo hasta el 29 de junio. Asista a una o a todas estas clases para mejorar su inglés. Vea el dorso de este volante para una descripción completa del curso

No se requiere registración pero si desea más información, llame al 503.691.3071. Para atención en español, llame al 503.691.3077.

The Tualatin Public Library will be offering a free series of English as a Second Language classes Saturdays beginning May 11 through June 29. Attend one or all of these classes to improve your English. See the reverse side of this flyer for a complete description of the course.

For more information call 503.691.3071. For Spanish please call 503. 691.3077. No registration is required.

Tualatin Public Library
18878 SW Martinazzi Ave.
Tualatin, OR 97062
www.tualatinoregon.gov/library
503-691-3074

Washington County
Cooperative Library Services

Course Description

For individuals who are beginning to learn and practice the English language.

Focus will be on vocabulary development, sentence construction, and oral conversation.

This class requires no registration.

Descripciones del Curso

Para personas que están comenzando a aprender y practicar el lenguaje inglés.

El enfoque será en el desarrollo del vocabulario, construcción de oraciones, y conversación oral.

Esta clase no requiere registración.

Narrative Skills · Letter Knowledge · Print Awareness · Six Skills · Early Brain Development · Talk + Sing + Read = Early Literacy · Vocabulary · Print Motivation · Phonological Awareness · Books! · Dialogic Reading · Have Fun!

Early Literacy Workshops

Would you like to find out how you can help your child get ready to read? Research shows that developing six specific early literacy skills from birth through preschool makes better readers. Attend a workshop for parents and caregivers! Each session will demonstrate a different way to incorporate one of these early literacy skills into your busy day! Come to one or all, no registration is required. Children are welcome. Sessions will be held at the Cornelius Public Library. Each session will last approximately 1 hour.

First 30 participants get a free book!

Session dates and times:

English		Spanish	
Nov. 14th	11 am	Nov. 15th	1 pm
Nov 21st	11 am	Nov. 22nd	1pm
No sessions due to the holiday			
Dec. 5th	11 am	Dec. 6th	1 pm
Dec. 12th	11 am	Dec. 13th	1 pm
Dec. 19th	11 am	Dec. 20th	1 pm

For more information contact:

Cornelius Public Library
1355 N Barlow St.
Cornelius, OR 97113
503.357.4093

www.ci.cornelius.or.us
in "City Services"

Habilidad Narrativa

Conciencia del Texto

Conocer las Letras

Seis Destrezas

Desarrollo Temprano del Cerebro

Hablar + Cantar + Leer = Alfabetización Temprana

Vocabulario

Interés por lo Escrito

Conciencia Fonológica

¡Libros!

Lectura del Dialogo

¡Diviértanse!

Talleres de Alfabetización Temprana

¿Le gustaría saber cómo puede preparar a su hijo para que esté listo/a para leer? Los estudios indican que al desarrollar las seis destrezas de la alfabetización temprana desde el nacimiento hasta la edad preescolar, los hace mejores lectores. ¡Asista al taller para padres y cuidadores de niños! Cada sesión demostrará una manera diferente de utilizar estas destrezas en cualquier momento! Venga a uno o a todos los talleres, no es necesario registrase y los niños son bienvenidos. Las sesiones se llevaran a cabo en la Biblioteca Pública de Cornelius. Cada sesión durará aproximadamente 1 hora.

¡Los primeros 30 participantes obtendrán un libro gratis!

Fechas y Horarios de las Sesiones:

Inglés		Español	
Nov. 14	11 am	Nov. 15	1 pm
Nov. 21	11 am	Nov. 22	1pm
No habrá sesiones debido al día festivo			
Dec. 5	11 am	Dec. 6	1 pm
Dec. 12	11 am	Dec. 13	1 pm
Dec. 19	11 am	Dec. 20	1 pm

Para más información:

Biblioteca Pública de Cornelius
1355 N Barlow St.
Cornelius, OR 97113
503.357.4093

www.ci.cornelius.or.us
bajo "City Services"

Círculo de lectura
MÁS LIBROS, MÁS LIBRES

¿Te gusta la lectura? ¡Únete a nuestro círculo de lectura! El enfoque del círculo son los cuentos de la literatura Latinoamericana. Aprende más sobre las culturas y costumbres de Latinoamérica por medio de la lectura compartida.

¿Como funciona el grupo?

El grupo se reúne el segundo y cuarto Miércoles del mes para una conversación interactiva sobre el cuento de esa semana-Ve el calendario abajo.

¿Cómo consigo el cuento?

Recoge una copia gratuita en la Biblioteca Shute Park.

¡Por primera vez en español!

9 de enero—*Chac Mool* de Carlos Fuentes
23 de enero—*La ménades* de Julio Cortázar
13 de febrero—*La culpa es de los Tlaxcaltecas* de Elena Garro
27 de febrero—*En el viaje de novios* de Javier Marías
13 de marzo—*Walimai* de Isabel Allende
27 de marzo—*¡Diles que no me maten!* de Juan Rulfo

BIBLIOTECA SHUTE PARK
SALÓN COMUNITARIO
6:00 PM

HILLSBORO PUBLIC LIBRARY
503-615-6500 TTY 503-648-9181
Main Library | 2850 NE Brookwood Parkway
Shute Park Branch | 775 SE Tenth Avenue

Hillsboro Public Library

Washington County Cooperative Library Services