

MEMORANDUM

TO: NSLS Board of Directors
FROM: Sarah Ann Long
DATE: May 15, 2009
RE: Self Nomination for Jan Polep

Name: Jan Polep
Library Type: Public
I am the representative of the Cary Area Public Library District library

Email address: jpolep@mc.net

Occupation: Retired

Cary, IL 60013
Home phone: 847-639-1716

Employer Name: NA

What community service activities have you been involved in?

Crystal Lake Chamber of Commerce
Business EXPO committee
Chair of CLPL EXPO Booth

Downtown CL Association

Classic Car Cruise Nights/NSLS Lighting the Fire grant enabled Board, staff and volunteers to market the library every Thursday night all summer

Classic Car Cruise Night Pit Crew
Johnny Appleseed Festival
Festival of Lights Holiday Parade Marshal

CL Fishing Derby with CL Park District and CL Anglers

McHenry County Fair Public Library information/game Booth

Read, Write and Win literary contest Co-Chair with Rotary Club of Crystal Lake
Dawnbreakers, School District #47 and #155, McHenry County College

Friends of the CL Library Book Sales and American Girl fundraising parties

Friends of the Cary Area Library Book Sales

What leadership roles have you held?

Member of the CLPL management team

CLPL project manager for library participation in the North Suburban Digital Consortium

CLPL coordinator for development, staff training/scheduling of Answers Unlimited, an online reference service

CLPL writer/project manager of grants for Non-Fiction/Reference materials, computer lab equipment/training classes, adult programming, plus grant writing mentor for other library staff

CLPL grant writer/project manager for Northeastern Illinois Agency on Aging library grants for Caregiver materials

CLPL representative to CCS/PAS

CLPL project manager of "Gifts from the Heart" donation program

CLPL project manager of "Free Reads for Your Ride", the free paperback exchange rack at METRA train station

What activities have you been involved in relating to libraries and library services?

Redesign of the Adult Services Department in 1984, to include separate Fiction/AV & Non-Fiction/Reference rooms, 4 service desks, 3 staff offices, genealogy room and 1 public computer.

Redesign of the Adult Services Department in 1995, to include Fiction/AV and & Non-Fiction Reference on two different floors, 2 service desks, 4 staff offices, expanded genealogy room, new public conference rooms/quiet study room and 16 public computers.

Redesign of the Adult Services Department during the 2006 Project Shoehorn to combine Non-Fiction/Reference and Fiction/AV, with new Computer Lab, Information Desk, service desk, Roving Librarian with Tablet PC, Instant Messaging and 30 public computers.

Department Head of Adult Services responsible for management of collections, services and 25 staff.

Expansion of CLPL Summer Reading Programs for Youth, Adult and Staff

Started new collections:

- Digital downloads e-audio/e-video
- Playaways
- Video games
- Hot Pick DVDS
- Foreign language DVDs

What advocacy efforts have you pursued on behalf of libraries?

Marketing libraries and library services to local organizations and schools, including:

- School Districts #47 and #155
- Rotary Club of Crystal Lake Dawnbreakers
- McHenry County Retired Teachers
- CL Chamber of Commerce/Business Expo
- McHenry County Fair/information & game booth
- CL Gala Parade floats
- Classic Car Cruise Nights

How would you contribute to these roles?

In my 38 years as a public library employee, especially as part of our library management team, I have had experience with budgets, facilities, personnel, customer service and advocacy for libraries and librarianship, all part of the NSLS governing strategies. I am a novice library trustee and excited to begin my first term with the Cary Area Library District, where I know there will be opportunities to redirect some previously learned governing strategies to include the library as a whole.

As a member of the NSLS Board of Directors, I would like to bring my front-line public library experience to further the mission of NSLS. In particular, I would seek opportunities to identify, evaluate, and promote, to the NSLS staff & Board, innovative ideas that could enhance the work of our member libraries. Ideas might come from conference attendance, library literature, library visits, on-line discussion groups, etc. I have a lot to learn but I know it would be fun, interesting work with great people who love libraries and want to use their time and talents to make them as effective as possible for their patrons.

In your opinion, what are the biggest challenges facing libraries today?

Budget allocation decisions in times of declining financial resources

Space allocation decisions that eliminate ineffective technology, collections & services, thereby allowing room for new technology, collections & services of greater interest to patrons

Training allocation decisions that allow library personnel to create, adapt, and/or reevaluate training best practices so libraries can better deliver what patrons want

Design of appropriate marketing strategies to promote library collections/services/staff to patrons, politicians, and possible funding partners

How long have you served on your local Board?
begin first term May, 2009

When does your current term of office expire?
May, 2015