

Salar Con

### BOOK SALE

The book sale that was held the first of April netted the library \$415.25. The money will be used to buy replacement copies of titles that are missing from the collection.

COM CATALOG DEMONSTRATION'

On Wednesday April 29th, from 3:30 - 5:00, in the conference room on the third floor we will have available samples of COM catalogs from other libraries. This demonstration is for those people who will be unable to attend the WLN demonstration at ILA on April 30 and May 1st. All interested staff members, faculty, students, etc., are encouraged to attend.

### INTERLIBRARY LOAN

Total interlibrary loan circulation hit a new high in March with 52l requests. The previous monthly high was 492, recorded in February of 1980. The March 1980 circulation was 465 -- the previous record for March. The above requests were processed without either LITTY (the Libraries of Idaho Teletype Network, which has disbanded) or Electronic Mail Service, which BSU has not yet decided to join. Typewriter elbow, anyone?

NUC ENTRY OF THE MONTH

Smith, William.

Letter to Joseph Reed about his conversation with Mrs. Ferguson respecting her interview with Governor Johnstone concerning General Reed. 1779.

(Oh, well, they didn't have soap operas on TV in those days)

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#### REFERENCE DEPARTMENT

We have 90 students enrolled in Basic Library Skills - a record for a spring semester. Again, we appreciate the fine assistance you give these students. Every semester brings many compliments for the services of the library staff.

The tentative program for Idaho Library Association's upcoming conference is attached. Please see Adrien Taylor for further information and forms.

CRC

Our former work study student LaRell Greenhalgh's design has been chosen for the 1981-82 Boise State catalog. He will receive a \$100 honorarium for his design.

Another former work study student and recent graduage, Razmik Ranjibar, is going to marry Nancy Schultz on Friday evening May 1st. She is currently employed as a radiation therapist at St. Alphonsus. Razmik has applied for management training programs with several local businesses.

# CRC CIRCULATION STATISTICS FOR MARCH 1981

CRC items	<u>1980</u> 2 <b>,</b> 227	<u>1981</u> 2,633	+18.2
Juvenile	560	638	+13.9
LC non-print	147	225	+53.0
Records	388	720	+85.5
Reserve	574	82	-85.7
, Tapes	136	178	+30.8
Total	4,032	4,476	+11.0

#### IDAHO LIBRARY ASSOCIATION

## Conference - Tentative Program

Wednesday, April 29 7:00 p.m. ILA Executive Board (1980/81) Thursday, April 30 7:30 a.m. - 5:00 p.m. Registration 9:00 a.m. - 11:30 a.m. Workshop: Consumer health information: Create awareness among librarians of current health care movements, and a discussion of the role of the librarian in providing health information to the public. - Connie Schardt, Idaho Health Libraries Network Workshop: Let's make puppets. --Susan Brown, Boise Public Library. \$2.00 fee 10:00 a.m. - 6:00 p.m. Exhibits open 11:30 a.m. - 1:30 p.m. Lunch on your own 1:30 p.m. - 3:00 p.m. First general session. Keynote speaker--Charles A. Bolles, Idaho State Librarian 3:00 p.m. - 3:30 p.m. Visit exhibits 3:30 p.m. - 5:00 p.m. Workshop: Lobbying: Influencing your legislator --Joanne H. Smith, Chair, ILA Legislative Committee Workshop: Public relations: Using the media - hands-on experience -- Cathy Scalice, Chair, ILA Public Relations Committee 5:00 p.m. - 6:00 p.m. Visit exhibits and no host social hour 6:00 p.m. - 8:00 p.m. Dinner, Awards Idaho boneless trout with crabmeat stuffing, salad, rice, vegetables, roll, beverage, and dessert. 8:00 p.m. ICASOL QUORUM Friday, May 1 8:00 a.m. Registration 8:00 a.m. - 9:15 a.m. Division meetings 9:30 a.m. - 11:00 a.m. Workshop: Lobbying: Influencing your Legislator --Joanne H. Smith (repeat) Workshop: Public relations: Using the media - hands-on experience--Cathy Scalice (repeat) Workshop: WLN and the single library: everything you always wanted to know about the Washington Library Network and its effects on your library. Open to non-WLN participants and WLN participants. -- Karolyn Zierold, Idaho State Library, Technical Services

Fri.(cont.)11:00 a.m 12:00 noon	Visit exhibits
12:00 noon - 1:15 p.m.	Lunch with exhibitors Triple salad plate (chicken salad, fruit salad and cottage cheese) and beverage
1:30 p.m 3:30 p.m.	Second General Session State Board of Education and Idaho State Library Board panel examines how the legislature looks at the budget and the resulting effects upon libraries and services, and discusses the resolutions from the Governor's Conference on Libraries.
3:30 p.m 4:00 p.m.	Visit exhibits
4:00 p.m 5:30 p.m.	Workshop: Computerized reference service, a dis- cussion for non-computer users Sam Sayre, Idaho State University, Reference Dept.
	Panel discussion: Idaho special libraries: a discussion of services and clientele.
5:00 p.m.	Exhibits close
5:30 p.m 7:00 p.m.	No host social hour.
7:00 p.m.	Banquet Roast prime rib au jus, potato, salad, vegetables, roll, dessert and beverages. Dinner music: Jeff Cox, pianist, Northwest Nazarene College. Readers Theatre: Speech Dept., Northwest Nazarene College, directed by Diane Keith Reading of resolutions Speaker: Jean Wilson, Book Shop, Boise. "Idaho authors and Idaho libraries."
Saturday, May 2	
9:00 a.m.	Third general session Resolutions Charles A. Bolles, Summation of Conference Sam Sayre, President 1981-82
12:00 noon	ILA Executive Board 1981/82

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Month	1977-1978	1978-1979	1979-1980
July	239	195 آ	260
August	259	148	171
September	221	181	228
October	196	280	334
November	. 251	244	257
December	238	178	174
January	· 212	252	202
February	262	330	492
March	330	331	465
April	222	241	333
Мау	212	178	233
June	229	203	265
Totals	2,871	2,760	3,314

# Information Retrieval Service Total Searches Done by Month

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Annual Total
/ - /.	39	42	25	28	25	24	31	25	43	76	44	44	446
1979/80	71	60	43	40	81	45	46 <sup>رم</sup> ب	36	91	74	39	121	746
1981/82	116	67	49	37			•						

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MONTH	/1969 Directiona		1974/75	1975/76	1979/80	1980/81
'July			<b>2</b> 62	348	684	516
August			264	262	367	325
Sept.			695	827	2070	1699
Oct.			727	741	1969	1466
Nov.			610	618	1618	1439
De <b>c</b> .			436	533	900	1036
Jan.			755	575	1123	694
Feb.			596	454	1391	·
March			525	429	1284	
April			781	570	1622	
May			260	128	. 659	
June			195	282	557	
totals	7,156	9,680	6,106	5,767	14,267	
F	Reference					
July			491	559	776	679
August			304	381	471	417
Sept.			994	1410	1797	2209
Oct.			1299	1372	2118	2641
No <b>v</b> .		•	<b>1</b> 087 ·	1096	, 1774	2219
Dec.			<b>77</b> 0	896	1143	1545
Jan.			93 <b>1</b>	860	1182	1023
Feb.			1062	995	1701	
March			981	961	1752	
April			1393	992	2169	
May			· 498	270	1031	
June			265	496	5 <b>7</b> 3	
totals	6,075	7,545	10,075	10,288	×16,807	
YEARLY TOTALS	13,231	17,225	16 <b>,18</b> 1	16,055	31,074	

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## ADMINISTRATIVE NOTES

## U.S. GOVERNMENT PRINTING OFFICE SUPERINTENDENT OF DOCUMENTS LIBRARY AND STATUTORY DISTRIBUTION SERVICE

DEPOSITORY

APR 1 1981

BOISE STATE UNIVERSITY LIBRARY

Vol. 2, No. 5

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## HELPFUL HINTS ON MICROFICHE MANAGEMENT

(We have received some letters asking about proper care of microfiche. In particular, concern has been expressed about possible problems arising from mixing different types of fiche (note number 4 below). Reducing much technical advice to a layperson's level is the intent of the following. We have in mind a new college freshman student library worker, assigned to work part-time in your depository. Maybe one day he/she will opt to be a Documents Librarian!)

- (1) When your latest shipment arrives, loosen the fiche and allow them to air for a week. This disperses any lingering fumes.
- (2) Avoid placing rubber bands or adhesive material in contact with fiche as they contribute to fiche deterioration.
- (3) Keep fiche in non-sulphite envelopes with non-sulphite dividers. Don't mix in other paper products, such as cardboard, mailing envelopes, etc.
- (4) Don't mix different types of fiche. Especially avoid bringing any silver halide fiche into contact with diazo or vesicular fiche. The silver halide will suffer. To be completely safe, keep each type in a totally separate file.
- (5) A normal storage and use will provide adequate ventilation. Avoid rooms near photocopiers, chemical duplicators, fresh paint, gasoline, etc.
- (6) Avoid dust and dirt which will scratch film surfaces.
- (7) Normal temperatures under 75°F work best; 80°F and up spells trouble. Humidity of 20°/o - 40°/o is best; 60°F and up causes damage.
- (8) Loose filing is best that allows for easy removal of fiche. If they are so tight as to curl and buckle, you have trouble.
- (9) Sample your fiche files occasionally to see if fiche are in reasonably good condition. If you find deterioration, ask why, and take action. Remember, we will replace any fiche when it is clear that the problem was GPO's.
- (10) Lastly, just exercise good common sense and don't worry. The diazo fiche that GPO sends you is particularly durable. If you have a problem, drop us a note.