

Lending Library

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BOOKS



New

A Classification System for Church Libraries, Revised 2004, Lifeway

ISBN (10): 0633199702 **ISBN (13):** 9780633199708 Church libraries can classify media using only one resource. This easy-to-use volume contains the Dewey Decimal Classification System numbers most used in church libraries for classifying every resource in their collection.



New

Get Copyright Right, c 2006, by Laura N. Gasway published by Special Libraries Association, www.sla.org ISBN0871115557

While this book is not targeted for Church Libraries, the collection of articles from the Association's Professional Journal are helpful and interesting, especially the one on Fair Use, and the sections on Cases (brought to court) as well as the section of articles on General Issues. The author is a professor of law and director of a university law library.



New

A Handbook for Church Librarians, by National Church Library Association, 2006 **2nd revised edition** The complete guide for church librarians. Whether you are an experienced librarian or a beginner, you will benefit from this comprehensive guide written with the church librarian in mind.



New

How to Read a Christian Book by David L McKenna

Baker 2001 ISBN0801063590 reading what is best, not just reading more
(Placed in the library by Judy Kelley, our Conference Chair)

DVD



New

Bind Us Together, Treasure Valley Chapter (Boise Idaho) 2006 Conference Video, 20 minutes long. Good to view as part of a chapter meeting.

CSLA Publications

#1. *Setting Up A Library, How to Begin or Begin Again.* Ruth Smith. 2nd Rev. ed. 1994. 20 p. Topics include writing a policy statement, gathering committee members, staffing, action plans, budgeting, selecting and arranging materials, promotion, computer use, planning for the future.

#2. *Promotion Planning, All Year 'Round.* Claudia Hannaford/ Ruth S. Smith. 3rd Rev. ed. 1996. This 64-page publication provides suggestions on what to publicize for the library, including periodic and special items, to encourage participation in the use of your library. Promotion Planning includes a 12-month calendar outlining significant historic events for the congregation. It also offers a wealth of ideas for getting children involved and interested in reading.

#6. *Standards for Church and Synagogue Libraries, Guidelines for Measuring Effectiveness and Progress.* 2nd Rev. ed. 1993. 20 p. *Standards* begins with an excellent definition for the question of "why standards?" Included are a basic policy statement, physical requirements, personnel responsibilities, and a long-range planning checklist. Also included are a sample policy statement, material selection policy, and sample bylaws for a library committee.

#8. *Subject Headings in the Library Catalog.* Dorothy G. Lewis. 2007. 32p.

This guide will help the beginning or experienced librarian identify the subject of a book and helps you choose the most useful subject heading.

#9. *A Policy and Procedure Manual, A Do-It-Yourself Guide.* 2nd Rev. ed. 1998. How to write a manual of basic information, rules, policies, and procedures that apply to your library so that new librarians and new committee members can quickly familiarize themselves with the management of your library.

#10. *Archives In The Church or Synagogue Library.* Evelyn Ling. 2nd Rev. ed. 1996. 24 p. Rev. 1996. "Archives" is a great reference book on processing, preserving, and storing your archives and how to exhibit them. It offers tips on what to include in your archives and discusses their importance to your congregation.

#14. *Recruiting and Training Volunteers For Church and Synagogue Libraries.* Lorraine E. Burson. 2nd Rev. ed. 1999. 24 p.. How to recruit and train volunteers, orient new workers, delegate responsibilities, and motivate and support workers.

#15. *Providing Reference Service in Church and Synagogue Libraries.* Jennifer Pritchett. 1987. 60 p. How to build a reference collection with suggestions on what you have and what you need to fill in your library. Includes 2001 five-page addendum.

#18. *Disaster Management in the Church and Synagogue Library.* Nadia J. Martin. 2000. 14 p. The information in this guide can help you prepare for natural and "unnatural" disasters. It will provide you with the tools you need to create a customized disaster plan for your church or synagogue library and help you minimize the costs and loss of value of your collection due to disaster.

#19 *Developing an Effective Library: Ways to Promote Your Congregational Library.* Lois H. Ward. 2004. 48 pages. Past CSLA President Ward discusses all aspects of promoting the congregational library and publicity ideas for inside and outside your congregation. Guide 19 includes planning and budgeting, creating ownership, programs that will get your members in the door, how to use all the publicity tools available to you, and promoting your library outside the doors of your congregation.

#20—*Cataloging and Classification.* Susan E. Snyder. 2004. Covers physical processing encouraging the use of the catalog and creating bibliographic records, classification, and classification schedules. Three appendices provide cataloging terms, information on typing cards, and resources.

CSLA Bibliographies

Church and Synagogue Library Resources. Dorothy Rodda. 6th Rev. ed. 2003.

This invaluable guide to selecting a variety of book and non-book resources for the congregational library includes manuals, periodicals, equipment and supplies, technical aids, computer and Internet resources, promotion and publicity, church and synagogue library associations, and other helps and sources. The new bibliography also includes a directory of publishers.

A Basic Book List For Church Libraries. Bernard Deitrick. 6th Rev. ed. 2002.

A selection of annotated books which will help you determine the right mix of books for your collection. Just a few of the topics are library resources, Bible versions, Christian education, Christian ethics, religious psychology, holidays, and children's books. Author and title index
Classic Religious Books for Children. Carol Campbell. 2001.

A graded (infant-sixth grade) and annotated subject listing with suggested Dewey Classification dealing with religion or containing religious themes.