

Professional Qualifications of

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EDUCATION

SUNY at Buffalo, Buffalo, NY. **Master of Library Science**, 1989.

DePauw University, Greencastle, IN. **Bachelor of Arts**, 1972.

Library Marketing Institute, October 2010 – March 2011, Rochester, NY.

Lifelong Access Libraries, March 2007, Canandaigua, NY.

Outcome-Based Evaluation for Technology Training Projects, May 18 - 19, 2004, New York State Library, Division of Library Development, Albany, NY.

Extending the Leadership Continuum, January - March 2004, Rochester, NY.

Accepting the Leadership Challenge: a Library Leadership Institute, January – June 2002, Rochester, NY

ACRL Institute for Information Literacy, Immersion 1999, August 1999 SUNY Plattsburgh, Plattsburgh, NY

PROFESSIONAL EXPERIENCE

Central New York Library Resources Council, Syracuse, NY
Executive Director. February 2011 – present

As the Council's chief administrative officer, the Executive Director is responsible for planning and carrying out the Board's policies and administering the Council's staff, programs and fiscal affairs within the purview of State Education Law and the Commissioner's Regulations.

Recent Accomplishments

Attendance at May, 2013 National Library Legislative Day in Washington, DC as part of NY State delegation

Preparation and approval of 2014-2015 budget for Central NY Library Resources Council

Preparation and approval of 2013-2014 budget for expenditure of New York State basic operating aid and categorical aid programs

Successful application for Professional Development Award from the National Network of Libraries of Medicine, Middle Atlantic Region for funding a continuing education class for health sciences librarians

Successful application for Outreach to Health Professionals Award from the National Network of Libraries of Medicine, Middle Atlantic Region for Health Information Needs Assessment

Successful application for Outreach Express Award from the National Network of Libraries of Medicine, Middle Atlantic Region

Remodeling and expansion of office facility to create new hands-on training lab and additional office space

Revamped annual legislative breakfast events to create better opportunities for communication

Current Projects

Human Library project in collaboration with partners at Onondaga Community College,

Syracuse University, and Onondaga Free Library

Coordination of statewide plans for a library exhibit at the NY State Fair for 2014

Lead planner for regional "Getting to the Core in Central NY" conference, a one-day conference to help cultural and outreach educators in the region adapt their educational programming to align with the new Common Core standards

Collaborative efforts with other library systems in the state with the goal of achieving efficient delivery of system services to libraries statewide

Ongoing review and revision of office workflow to achieve maximum efficiency

Growth of key system services such as continuing education and training, digitization, and library advocacy

Outreach to potential new members in new membership categories

Rochester Regional Library Council, Fairport, NY.

Assistant Director. November 2000 – February 2011

Supervise day-to-day operations of regional library consortium, including supervision of staff; design, plan, implement and evaluate programs and services for member libraries; oversee IT infrastructure for Rochester Regional Library Council; represent interests of member libraries in regional, state, and national organizations and associations; assist in preparation of annual budget; develop, write and administer grant applications to enhance and expand services; manage grant-funded projects; track budget expenditures for grant-funded projects; serve as liaison to standing committees and interest groups.

Accomplishments:

Recent Projects

Regional digitization project, Finger Lakes and Genesee Heritage (<http://www.flagheritage.org>); investigation of new delivery options for member libraries; mobile version of CLIC-on-Health (<http://www.cliconhealth.org>) website; library consultancy visits; single service desk white paper

Programs and Services

Planned and organized RRLC's outstanding Continuing Education and Training Program; directed benchmarking study of continuing education program; instituted online tool for program evaluation; coordinated Hospital Library Services Program for RRLC hospital library members; developed RFP for RRLC website redesign, reviewed proposals and made contract decision with group input; developed series of webinars to deliver continuing education at the user's desktop; coordinated Database Boot Camp, a new approach to learning the use of library databases; purchased new furniture for RRLC training center and conference room to achieve an updated, unified appearance; consulted with member libraries on projects such as ILS purchase, signage, and training

Technology

Reconfigured RRLC's Training Center to become a wireless laptop lab; purchased RRLC's first mobile laptop lab and designed policies for its use; standardized hardware and software for RRLC office users; coordinated transition to current email, voice mail and Internet providers and trained staff on new system; developed troubleshooting manual for staff outlining appropriate responses to routine technical issues; enrolled RRLC in Xerox Free Color Printer program (including setup, networking and maintenance of printer)

Budget and Finance

Developed and administered budgets for Hospital Library Services Program, Medical Information Services Program, and numerous grants as listed below; integrated specific

program budgets into overall RRLC budget; prepared grant applications (listed below) generating a total of \$120,200 in funding for RRLC.

Grants

Wrote and administered several successful grant applications including:

- 2004 LSTA grant *Extending the Leadership Continuum*, for a library leadership institute
- 2006-2007 New York State Conservation/Preservation grant, for a series of workshops on the care, handling and preservation of library materials
- 2008-2009 New York State Conservation/Preservation grant, for collection preservation studies for six member libraries
- 2008-2009 Middle Atlantic Region, National Network of Libraries of Medicine Planning Grant *Getting the Healthy Word Out: A Train-the-Trainer Approach for Nurses*
- 2007 National Network of Libraries of Medicine Training Award for workshops in the use of health-related resources
- 2005-2007 LSTA grant *Seeking Excellence in Rochester Area Libraries*, which focused on marketing activities for member libraries
- 2002 National Network of Libraries of Medicine Technology Awareness Program grant for presenting two consumer health fairs

Awareness and Advocacy

Wrote skit emphasizing the importance of library systems, performed skit with two other librarians for a trustee training program and then performed skit twice at New York Library Association (NYLA) Annual Conference. Skit was then adapted into a picture book format and copies of books were given to legislators at annual library Lobby Day in Albany. Served as President of NYLA's Academic and Special Libraries Section, 2006-2007; worked with NYLA Executive Director to encourage academic libraries to become organizational members of NYLA; elected NYLA Councilor-at-Large for 2007-2008.

Monroe Community College, Rochester, NY.

Head of Reference. 1998 – October 2000.

Monroe Community College is a unit of the State University of New York. It is a community college serving a total enrollment of over 35,000 students.

Coordinate staffing for library information/reference desk; coordinate library instruction activities including planning, scheduling and teaching; supervise special collections, distance learning and interlibrary loan activities; prepare departmental budget; select print and electronic resources for reference collection; coordinate and evaluate electronic database collection; participate in library and college-wide committees.

Accomplishments:

- Wrote successful instructional development grant for redesign of the library's instruction room
- Instituted Electronic Resources Committee to review subscriptions and make retention/cancellation decisions
- Served on cross-departmental committee to develop library research course
- Designed and purchased new reference desk
- Worked with academic departments to create course-specific library instruction program
- Developed curriculum for web-based information literacy module
- Served as chair of Monroe Community College Faculty Senate Curriculum Committee
- Taught one-credit College Orientation Seminar designed for at-risk students

Reference/Instruction Librarian, 1989 – 1998.

Provided information service for students and faculty; selected print and electronic materials for Reference collection; coordinated library sessions for college-wide staff training program; participated in college-wide and library committees; participated in preparation of departmental budget; trained students in use of electronic, print, and Internet resources; coordinated library participation in New Student Orientation program; held elected offices in academic governance organization and faculty bargaining unit; participated in long-range planning and setting of goals and objectives for the MCC libraries

Accomplishments:

- Designed library's first classroom for library instruction
- Served as Library's representative to MCC Faculty Senate
- Elected Secretary of MCC Faculty Senate
- Served as secretary of MCC Faculty Association (the MCC faculty bargaining unit and an affiliate of NYSUT)
- Served as conference planner for annual SUNY Librarians Association conference

Monroe Community College, Rochester, NY, 1987-1989.

Senior Library Clerk, Cataloging

While completing the MLS program at SUNY at Buffalo, this position afforded me the opportunity to continue working in a library setting:
Performed copy cataloging and preparation of library materials; used OCLC online database and Library of Congress authority files; supervised student workers; developed procedure for creation of authority file cards.

Accomplishments:

Wrote article outlining authority card procedure, which was published in *OCLC Micro Magazine*.

Rochester Institute of Technology, Rochester, NY, 1986-1987.

Cataloging Assistant

While starting the MLS program at SUNY at Buffalo, this position provided an opportunity to begin working in a library again after three years in another field.
Assisted in cataloging of library materials; entered edited records into UTLAS database; directed special project for entering an archival collection of historical printing items into library database.

Accomplishments:

Managed retrospective conversion project, creating MARC records for items in the Cary Graphic Arts Collection.

J.C Penney Co., Rochester, NY, 1983-1986.

Advertising Coordinator

Coordinated promotional advertising for four Rochester area J.C. Penney stores; worked with local newspapers and radio stations to schedule ad placement; disseminated pricing and markdown information to all stores in area market; entered pricing information in store's main computer system; supervised graphic artist doing ad creation and layout.

Sudbury Public Library, Sudbury, ON, Canada, 1972 - 1983.

The Sudbury Public Library served a community of close to 170,000 in northern Ontario, Canada, with a main library and a growing number of branch libraries.

Reader's Advisor, 1977-1983.

Provided reference and information service to public library patrons; supervised the library one evening per week and every Saturday; participated in book selection for library system; prepared book reviews for local radio talk show; coordinated special activities for the library (such as film showings and children's programs); conducted interlibrary loan transactions using the National Library of Canada.

Accomplishments:

When the city of Sudbury built a new civic center complex, the reference and research functions of the public library were moved to the new facility. I assisted with selection of materials to be moved and determination of materials to remain at the central library as a "ready reference" collection, and worked one day a week at the new facility.

Branch Supervisor, 1972-1977.

Supervised 20,000 volume branch library and a total of 2.5 FTE staff; selected print materials for library collection; planned and carried out library programs for children and adults; responsible for oversight of library facility.

Accomplishments:

During my tenure in this position, the system added a new branch library. I was called on to assist with the design and layout of the library facility and selection of the opening collection, and served as the trainer for the new librarian and staff.

MEMBERSHIPS

American Library Association

New York Library Association

Councilor-at-Large, 2007-2010, 2010-2013

Academic and Special Libraries Section (ASLS) Board, Director at Large, 2004-2005;

President 2006-2007; Past-President 2007-2008, Membership Chair 2009-2011;

Legislative Chair 2013 -

Reference and Adult Services Section (RASS) Board, Awards Chair, 2004-present
(established new award, presented first time in 2004)

Continuing Education Committee, 2004-present

Legislative Committee, 2013 - present

Conference Task Force, 2006

NYLA Membership Committee, 2011-2013

Continuing Education Committee Chair, 2009-2010

New York State Public Librarian Professional Certification, Awarded December 2006

New York State Library Assistants Association

Association of College and Research Libraries

Beta Phi Mu (Library Science honorary)

SUNY Librarians Association (currently an associate member)

Presenter for 2005 Annual Conference

Conference Planning Committee, 2006 and 2007

Western New York/Ontario Association of College and Research Libraries

Vice-Conference Chair, 2005

Conference Chair, 2006
Vice-President/President-Elect, 2007-2008
President, 2008-2009
Councilor-at-Large, 2010-2012

OTHER

Grant reviewer for Onondaga-Cortland-Madison BOCES Mini-grant program, February 2013

We the People Bookshelf Grant Reviewer, 2005

Improving Literacy Through School Libraries (LSL) Grant Reviewer, 2005

Improving Literacy Through School Libraries (LSL) Panel Facilitator and Grant Reviewer, 2006, 2007, 2009, 2010

Broadband Technologies Opportunity Program (BTOP) Grant Reviewer, 2009

Book reviewer for Library Journal: Review 6 - 8 titles per year.

Valley East Public Library Board, Val Caron, Ontario, Canada, Board member, 1978-1983.

Treasurer, Skating Club of the Finger Lakes, 2007-2012

Parent Volunteer, Girl Scout Troop 1023, 1999-2012