

HEDBERG PUBLIC LIBRARY PROMOTES COLLECTION WITH COLLECTIONHQ



Hedberg Public Library



BACKGROUND

Hedberg Public Library, Wisconsin is a single branch library serving a population of 83,000. Prior to the implementation of collectionHQ, staff at the library used ILS reporting for all weeding activities, but a tool was required which would support more than just weeding; a tool that could be used to analyze the collection and get the most value out of existing items.

COLLECTIONHQ

Since introducing collectionHQ in 2014, the staff at Hedberg Public Library has been able to use the tool to monitor, clean up and promote the collection.

COLLECTION MANAGEMENT

Charles Teval, Assistant Director at the Hedberg Public Library, shared that the first collectionHQ tool that the staff got to work with was Collection Check. Collection Check has proven to be an easy to use tool for all staff members who have collectively used the tool to clean up and take stock of the current collection.

After 1 year of working regularly with Collection Check, Charles expects that the process will have been carried out for the entire collection and at that point will be useful as an effective annual weeding tool to reduce overall collection size. "I'd like staff to use Collection Check as an annual weeding tool instead of regularly going to our ILS managers and asking for them to run a report," Charles explains. Staff can save time by accessing collectionHQ directly to identify poorly circulating items and taking the appropriate action.

PROMOTION

In addition to collection maintenance, collectionHQ has also been used to make the most of existing items through the Top Charts tool which reveals the library's top circulating items by author, subject, title and genre. Charles shared that: "Top Charts are popular with youth services staff. They will print the charts out to leave at the front desk or work into a display."

KEY BENEFITS

The implementation of collection HQ has helped staff at Hedberg Public Library to:

- Save time when checking for non-circulating items
- Learn new ways of using evidence to manage collections
- Look forward to regularizing collection management tasks with collectionHQ's Scheduling tool



collectionHQ

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TRAINING

Staff members at the library have found collectionHQ to be user friendly and thanks to regular training offered by a dedicated Trainer, they will continue to learn new ways of using the toolset to really maximize the collection.

In addition to regular training sessions, staff can also access a range of webinars and share their experience with other users in the online collectionHQ Academy. This culture of sharing experiences and learning from others is also supported by a number of regional and national collectionHQ Forums hosted by Trainers where staff can meet with other users. Charles has now attended 2 Forums and looks forward to attending his third again soon: "It's useful to hear from others about how they are using collectionHQ".

THE FUTURE

Charles looks forward to using the new collectionHQ Scheduling module to regularize weeding and to ensure that the right sequence of collectionHQ's evidence based tools are being used by staff. The Scheduling Module offers a calendar view of tasks to be carried out which Charles can assign to staff members who subsequently receive alerts when due tasks are approaching. He explains: "I am looking forward to making use of the Scheduling tool to direct people. I think it will help with our project to reduce the overall Adult section by 10-15 percent because of space considerations, and possibly with our interior remodel."

In addition to the Scheduling Module, Charles is also planning to use collectionHQ to support Selection. He describes: "I'd like to use this (tool) for making quicker and easier pre-publication orders. To be able to see what authors have always been popular and look at the list quickly so that we don't have to go back and reorder copies of the same titles." Overall, the collectionHQ Selection Module will help selectors get ahead of the game when it comes to selecting the new titles and will also help to streamline the selection process. "My hope is that we can reduce the amount of time that we spend selecting. So we can make decisions more quickly," Charles says.



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