

Resources (Collections)

1. ALA - Dealing with Challenges to Books and Other Library Materials: <http://tinyurl.com/ydq2d27>
2. ALA - Weeding Library Collections: A Selected Annotated Bibliography for Library Collection Evaluation: <http://tinyurl.com/27efd3a>
3. Anglo-American Cataloguing Rules, Second Edition: <http://www.alastore.ala.org/detail.aspx?id=2261>
4. Boon, Belinda. *The CREW Method: Expanded Guidelines for Collection Evaluation and Weeding for Small and Medium-Sized Public Libraries*. Revised and updated by Jeanette Larson. Austin: Texas State Library, 2008. <http://www.tsl.state.tx.us/ld/pubs/crew>
5. CAL Intellectual Freedom Handbook: <http://www.cal-webs.org/ifhandbook.html>
6. Collection Management Plan http://denverlibrary.org/files/cdo_policy1006.pdf
7. Colorado State Archives: <http://www.colorado.gov/dpa/doit/archives/>
8. Guide to Reference materials
<http://www.tsl.state.tx.us/ld/pubs/corereference/internal/introduction.html>
9. OCLC Policy on Marc Records:
<http://www.oclc.org/us/en/worldcat/recorduse/policy/default.htm#5>:
10. *Recommended Reference Books for Small and Medium-sized Libraries and Media Centers*. 2006 Edition; ISBN 1-59158-380-2
11. Society of American Archivists: <http://www2.archivists.org/standards>

Resources (Community Engagement)

1. http://www.acquireproject.org/fileadmin/user_upload/ACQUIRE/Publications/ACE-Working-Paper-final.pdf
2. Library Foundations: <http://www.folusa.org/sharing/establishing-a-library-foundation.pdf>
3. Library Friends: <http://www.libraryfriends.info/friends-groups/friends-manual.php>
4. Strategic Plan Example:
http://www.plcmc.lib.nc.us/about_us/StrategicPlan_finalweb.pdf

Resources (Facilities)

1. Americans with Disabilities Act (ADA): <http://www.ada.gov/>
2. ADA Guide for Small Towns: <http://www.ada.gov/smtown.htm>

3. ADA Parking Requirements - see Department of Justice, *Code of Federal Regulations*, and 28 CFR Part 36, revised as of July 1, 1994.
4. Community Analysis: <http://www.lrs.org/public/community.php>
5. Dahlgren, Anders C. Public Library Space Needs: A Planning Outline / 1998
<http://dpi.state.wi.us/pld/pdf/plspace.pdf>
6. Directory of Library Architects: <http://www.libraryjournal.com/article/CA6290129.html>
7. Libris Design, a library facility planning information system:
<http://www.librisdesign.org/?bbatt=Y>
8. Sample Meeting Space policy – Arapahoe Library District
http://65.114.255.141/ald/sites/default/files/D.7Meeting_Rooms.pdf
9. Signage Design Guidelines: <http://www.olis.ri.gov/services/ce/presentation/SJW-SignageDesignGuidelines.pdf>
10. Webjunction's Space Planning resources
<http://www.webjunction.org/space-planning/resources/wjarticles>

Parking Space Formula (from the 2006 Kansas State Library Standards Document)

User Parking - 1 space per 300 sq. ft. of building

Staff Parking - 1 space per .75 FTE staff

Required Parking Area - 350 sq. ft. per space

Resources (Finance)

1. Association of Local Government Auditors: <http://www.governmentauditors.org/>
2. Colorado Department of Local Affairs: www.dola.state.co.us/
3. Colorado Financial Management Manual:
[http://www.leg.state.co.us/osa/coauditor1.nsf/UID/0E8C123D05928FB687256E9000607525/\\$file/2003+FMM+with+NO+appForExempt.pdf?OpenElement](http://www.leg.state.co.us/osa/coauditor1.nsf/UID/0E8C123D05928FB687256E9000607525/$file/2003+FMM+with+NO+appForExempt.pdf?OpenElement)
4. Colorado GFOA: <http://www.cgfoa.org>
5. Colorado Municipal League: <http://www.cml.org>
6. Consumer Price Index – Denver, Boulder, Greeley:
http://data.bls.gov/PDQ/servlet/SurveyOutputServlet?data_tool=dropmap&series_id=C UURA433SAO,CUUSA433SAO
7. CPI Forecasts. Colorado Department of Local Affairs: <http://www.dola.state.co/>
8. GFOA Budget Practices: <http://www.gfoa.org/services/nacslb>
9. Library Research Service Planning and Budgeting Site: www.lrs.org/interactive/
10. Library Research Service Library Tools. <http://www.lrs.org/tools.php>
11. Tabor Resources. Colorado Financial Management Manual:
[http://www.leg.state.co.us/OSA/coauditor1.nsf/UID/0E8C123D05928FB687256E9000607525/\\$file/2003+FMM+with+NO+appForExempt.pdf?OpenElement](http://www.leg.state.co.us/OSA/coauditor1.nsf/UID/0E8C123D05928FB687256E9000607525/$file/2003+FMM+with+NO+appForExempt.pdf?OpenElement)

Definition of Resort Libraries: “Libraries located in a county, or in the largest city of the county, having 20% or more employment in ‘arts, entertainment, recreation, lodging, and food services’ as reported in the 2000 Census.”

Resources (Governance)

1. American Management Association. <http://www.amanet.org>
2. Association for Library Trustees, Advocates, Friends and Foundations. <http://www.ala.org/ala/mgrps/divs/altaff/index.cfm>
3. Board Assessment (Public Library Association 2004): <http://www.ilarue.com/pla.pdf>
4. Colorado Association of Libraries (CAL) www.cal-webs.org
5. Colorado Library Consortium (CLiCO) www.clicweb.org
6. Colorado Library Law: <http://www.cde.state.co.us/cdelib/LibraryLaw/Index.htm>
7. Colorado Public Library Annual Report: <http://www.lrs.org/public/>
8. Colorado State Library: <http://coloradostatelibrary.org>
9. *A Library Board's Practical Guide to Finding the Right Library Director*. <http://www.owlsweb.info/L4L/trustees/GuideToFindingTheRightLibraryDirector.pdf>
10. Mayo, Diane and Jeanne Goodrich. *Staffing For Results: A Guide to Working Smarter*, PLA, 2002.
11. Nelson, Sandra and June Garcia. *Creating Policies for Results: From Chaos to Clarity*. PLA, 2003.
12. Sandra Nelson, Ellen Altman & Diane Mayo. *Managing for Results: Effective Resource Allocation for Public Libraries*. PLA, 2003.
13. Trustee manuals. Reed, Sally. *The Complete Library Trustee Handbook*. ALA, 2010.
14. Weingand, Darlene E. *Administration of the Small Public Library*, 4th ed. Chicago, IL: ALA, 2001

Resources (Human Resources)

1. Colorado Department of Labor: <http://www.colorado.gov/cs/Satellite/CDLE-Main/CDLE/1240336821467>
2. Mountain States Employers Council: <http://www.msec.org/>
3. Colorado State Library Job Listings: <http://www.libraryjobline.org/>
4. ALA Accredited MLIS programs: <http://www.ala.org/ala/educationcareers/education/accreditedprograms/directory/index.cfm>
5. Local MLIS programs: <http://www.cde.state.co.us/cdelib/slinstate.htm>
6. Colorado Library Continuing Education: <http://www.cde.state.co.us/cdelib/REACH/index.htm>
7. Wisconsin – Trustee Essentials: <http://dpi.wi.gov/pld/trustee.html>
8. U.S. Department of Labor: www.dol.gov/compliance
9. WebJunction: <http://www.webjunction.org>

10. New Mexico State Library Staff Development Plan:

http://www.nmstatelibrary.org/docs/development/planning/Staff_Development_Plan_Workbook04.pdf

Resources (Marketing and Advocacy)

1. ALA Advocacy Campaign:
<http://www.ala.org/ala/issuesadvocacy/advocacy/publicawareness/campaign@yourlibrary/index.cfm>
2. BHAG Colorado Advocacy Initiative: <http://bhagcolorado.blogspot.com>
3. Colorado Libraries 2.0 (for information on social networking tools)
<http://web20.coceforum.org/>
4. Community Survey Information: <http://www.lrs.org/usersurveys.php>
5. Fair Campaign Practices Act:
<http://www.elections.colorado.gov/Content/Documents/Campaign%20Finance/Law/2008%20Title%201%20Article%2045.pdf>
6. *Marketing Library Services Newsletter*: <http://www.infotoday.com/mls/default.shtml>
7. Ohio: Marketing the Library: <http://www.olc.org/marketing/>
8. PLA Advocacy Issues: <http://www.ala.org/ala/mgrps/divs/pla/plaadvocacy/index.cfm>
9. Walters, Suzanne. *Library Marketing That Works!* Neal-Schuman Publishers. 2004
10. WebJunction: <http://www.webjunction.org/marketing/-/resources/overview>

Resources (Planning)

General

1. Colorado Public Library Standards:
<http://www.cde.state.co.us/cdelib/LibraryDevelopment/PublicLibraries/StandardsRevision.htm>
2. Hennen, Thomas J. Jr., *Hennen's Public Library Planner: A Manual and Interactive CD-ROM*. Neal-Schuman, 2004.
3. Library Research Service: www.lrs.org
4. Matthews, Joseph. *Strategic Planning and Management for Library for Managers*. New York: Libraries Unlimited, 2005.
5. Nelson, Sandra and PLA. *Strategic Planning for Results*. Chicago: ALA, 2008.
6. Balanced Scorecard: <http://tinyurl.com/2xlegx>

National

1. Community Analysis Methods and Evaluative Options: The CAMEO Handbook:
<http://skyways.lib.ks.us/pathway/cameo>

2. Federal Financial Institutions Examination Council (FFIEC) Geocoding System - Census Demographic Information — Enter an address to find demographic information for the area: <http://www.ffiec.gov/geocode/default.aspx>
3. School District Analysis System: <http://nces.ed.gov/surveys/sdds/sdas/sdas.asp>
4. Federal-State Cooperative System for Public Library Data (FSCS): <http://nces.ed.gov/surveys/libraries/public.asp>

Colorado

1. Community Analysis Scan Form: http://www.lrs.org/public/ca_form.php
2. Colorado Department of Labor and Employment Labor Market Information: <http://lmigateway.coworkforce.com/lmigateway>
3. Colorado Population and Demography - Division of Local Government: <http://www.dola.state.co.us/demog>
4. State Demographer's Quick Tables feature: <http://dola.colorado.gov/dlg/demog/index.html>
5. LRS Interactive: <http://www.lrs.org/interactive>
6. Colorado State Library: LSTA Five-Year Plan 2008 – 2012: <http://www.imls.gov/pdf/5yrplans/COplan2012.pdf>

Resources (Resource Sharing)

1. Across Colorado Digital Library Consortium: <http://tinyurl.com/2du27sw>
2. AIRS: <http://www.coloradovirtuallibrary.org/committees/airs>
3. AskColorado: <http://www.askcolorado.org>
4. Aspencat: <http://aspencat.info>
5. Colorado Libraries Collaborate: <http://www.clc-key.org>
6. Colorado Library Consortium (CLiC): www.clcweb.org
7. Colorado's Historic Newspaper Project: <http://www.coloradohistoricnewspapers.org/Default/Skins/Colorado/Client.asp?Skin=Colorado&AW=1295484677585&AppName=2>
8. Colorado SWIFT: www.aclin.org/swift/
9. Colorado Interlibrary Loan Code: http://www.aclin.org/swift/ILLBP_2004.html
10. Marmot Library Network: <http://www.marmot.org>
11. Plinkit: <http://www.plinkit.org>
12. Prospector: http://prospector.coalliance.org/screens/about_prospector.html

Resources (Services and Programming)

1. Adult Literacy: <http://www.ala.org/ala/aboutala/offices/olos/index.cfm>
2. American Library Association: www.Programminglibrarian.org

3. Born to Read: <http://www.ala.org/ala/mgrps/divs/alsc/initiatives/borntoread/index.cfm>
4. Colorado Libraries for Early Literacy: <http://www.CLEL.org>
5. Colorado Population and Demography - Division of Local Government: <http://www.dola.state.co.us/demog>
6. Every Child Ready to Read: <http://www.ala.org/everychild>
7. Outcome Based Evaluation: <http://www.imls.gov/applicants/obe.shtm>
8. Services to Special Populations: <http://www.cde.state.co.us/cdelib/librarydiversity.htm>
9. StoryBlocks: Songs and Rhymes that Build Readers <http://www.StoryBlocks.org>
10. Summer reading: <http://www.cde.state.co.us/cdelib/SummerReading>
11. Summer Reading Skills: <http://www.sciencedaily.com/releases/2010/07/100721112234.htm>
12. Texas State Library/Special Populations: <http://www.tsl.state.tx.us/ld/pubs/specialpop/index.html>

Resources (Technology)

Access

1. American Library Association --Access to Electronic Information, Services, and Networks: <http://www.ala.org/Template.cfm?Section=interpretations&Template=/ContentManagement/ContentDisplay.cfm&ContentID=31872>
2. American Library Association--Digital Rights Management (DRM) & Libraries: <http://www.ala.org/ala/issuesadvocacy/copyright/digitalrights/index.cfm>
3. American Library Association-- Office for Intellectual Freedom: <http://www.ala.org/ala/aboutala/offices/oif/index.cfm>
4. American Library Association—RFID: <http://www.ala.org/ala/aboutala/offices/oif/ifissues/rfid.cfm>
5. Bridging Colorado's Digital Divide--Public Computer Centers in Colorado Libraries: <http://www.cde.state.co.us/cdelib/BTOP/>
6. There's an App for That: Libraries and Mobile Technology:
An Introduction to Public Policy Considerations: <http://www.ala.org/ala/aboutala/offices/oitp/publications/policybriefs/mobiledevices.pdf>
7. Web Accessibility Initiative (WAI): <http://www.w3.org/WAI/>
8. WebJunction--Public Access Computing: <http://www.webjunction.org/public-access>
9. World Wide Web Consortium (W3C) Accessibility Resources: http://www.ada.gov/2010ADAstandards_index.htm

Integrated Library Systems

1. AspenCat:
<http://aspencat.info/>
2. Basics of Library Automation:
<http://www.cde.state.co.us/cdelib/technology/atauto.htm>
3. Guide to Library Automation Companies:
<http://www.librarytechnology.org/companies.pl>
4. InfoToday--Guide to ILS Vendors and Products:
http://www.infotoday.com/cilmag/CILMag_ILSGuide.pdf

Resource Sharing

1. Across Colorado Digital Library:
<http://coloradodc.lib.overdrive.com>
2. AIRS:
<http://coloradovirtuallibrary.org/committees/airs/>
3. AskColorado:
<http://www.askcolorado.org/>
4. Colorado Library Consortium:
<http://www.clicweb.org>
5. Colorado State Library - Services to Libraries:
<http://www.cde.state.co.us/cdelib/slsvcs.htm>
6. Plinkit—Library Websites Made Easy:
<http://colibraries.org/>
7. Price Agreements and Discounts:
<http://www.cde.state.co.us/cdelib/technology/price.htm>

Filtering

1. American Library Association-Children's Internet Protection Act (CIPA):
<http://www.ala.org/ala/aboutala/offices/oif/iftoolkits/litoolkit/childrensinternet.cfm>
2. Children's Internet Protection Act:
<http://www.fcc.gov/cgb/consumerfacts/cipa.html>
3. Colorado State Library--Public Library Information – Policies:
<http://www.cde.state.co.us/cdelib/LibraryDevelopment/PublicLibraries/Policies.htm>
4. Colorado's 2004 Internet Protection in Public Libraries (C.R.S. 24-90-601):
<http://www.cde.state.co.us/cdelib/LibraryLaw/Part6.htm>
5. Internet Filters and Public Libraries:
<http://www.firstamendmentcenter.org/pdf/internetfilters.pdf>

Storage and Security

1. American Library Association--Disaster Preparedness and Discovery:
<http://www.ala.org/ala/issuesadvocacy/advocacy/federallegislation/govinfo/disasterpreparedness/index.cfm>
2. Payment Card Industry Security Standards:
<https://www.pcisecuritystandards.org/>
3. WebJunction—Security:
<http://www.webjunction.org/tech-security>

Staff Training/Professional Development

1. Colorado Library Consortium—Continuing Education:
http://www.clicweb.org/continuing_education/index.php
2. Colorado Libraries 2.0:
<http://web20.coceforum.org/>
3. InfoPeople:
<http://infopeople.org/workshop>
4. OPAL:
<http://www.opal-online.org/>
5. Reach: Leading Learning in Libraries:
<http://www.cde.state.co.us/cdelib/REACH/index.htm>
6. SirsiDynix Institute:
<http://www.sirsidynix.com/community/sirsidynix-institute/overview>
7. WebJunction Course Catalog:
<http://www.webjunction.org/catalog>

Technology Planning

1. E-rate Resources: Public Library Technology Planning:
<http://www.cde.state.co.us/cdelib/technology/erate.htm>
2. WebJunction—Practical Steps for Creating a Library Technology Plan:
<http://www.webjunction.org/techplan-writing/articles/content/439531>
3. TechSoup—Technology Planning:
<http://www.techsoupforlibraries.org/cookbook-3/planning-and-decision-making/technology-planning-process>

Technology Trends

1. American Library Association--Radio Frequency Identification Technology:
<http://www.ala.org/ala/aboutala/offices/oif/ifissues/rfid.cfm>
2. American Libraries Perpetual Beta:
<http://americanlibrariesmagazine.org/perpetualbeta>
3. Colorado State Library-- Technology Resources for Libraries:
<http://www.cde.state.co.us/cdelib/technology/index.htm>

4. Denver Public Library—Cloud Computing Calculator:
<http://www.denverlibrary.org/content/cloud-calculator>
5. Educause—7 Things You Should Know About Series:
<http://www.educause.edu/ELI7Things>
6. Library Cloud Atlas: A Guide to Cloud Computing and Storage:
<http://www.libraryjournal.com/article/CA6695772.html>
7. Library Success Wiki—Technology:
http://www.libsuccess.org/index.php?title=Main_Page#Technology
8. LITA Top Tech Trends:
<http://litablog.org/category/top-technology-trends/>
9. Mashable:
<http://mashable.com/>
10. TechAtlas Toolkits:
<http://www.techsoup.org/toolkits/index.cfm>
11. WebJunction—Technology:
<http://www.webjunction.org/technology>