Picture Book City:
Reorganizing Picture Books by Subjects

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Keene Memorial Library (Fremont NE)
Some background on Keene:

- Medium-sized public library in Fremont NE
- Service population is 26,710
- Collection size (in 2016) was around 106,000 items
- Picture books = around 10,000 items
My background:

• Started as Assistant Director, Head of Technical Services and Horizon (ILS) Sys Admin August 2005
• MLS from University of Missouri – Columbia December 2006
• Interim Director several times
  • April 2010-January 2012
  • December 2015-January 2016
  • February 2016-July 2016
• Now Youth Services Librarian & Head of Technical Services (and Assistant Director & ILS Assistant Sys Admin)
Before PBC = 10,000 picture books arranged by author’s last name
January 2016 – along comes the “Hurricane” Director
She had an idea for a “favorites wall”

**Stipulations**
- Do it in 6 months
- Do it without disrupting service
- Do it right the first time
During the Hurricane, we discovered Picture Book City

- Trusted resource (Storytime Katie)
- More comprehensive than just a favorites wall
- Already designed!

Steps to create Picture Book City

- Define categories for Keene
- Design labeling system
- Create list of books in Item Report
- Export to Excel and assign categories to titles that I know
- Pull books I don’t know and assign categories
- Apply the PBC labels
- Reshelve the books by author while waiting to finish all labels
- Rearrange the books (alpha by author) within each section
  - pull books by section
  - scan into Horizon Item Group Editor
  - update collection code
  - reshelve by sections
- Update call numbers in MARC Records and Item records
Defining categories

• Storytime Katie has 10 neighborhoods and some streets

• Bedtime
• Celebrations
• Concepts (Streets: 123s, ABCs, Colors, Opposites, Shapes, Size, Time
• Fairy & Folk Tales
• Favorites (Streets: Awards)
• Growing Up (Streets: Baby, Family, Feelings, Health, Jobs, Loss, Manners, School
• Nature (Streets: Bugs, Dinosaurs, Farm, Forest, Ocean, Pets, Seasons, Zoo
• Rhymes & Songs
• Stories (Streets: Libraries, Monsters, Pirates)
• Transportation (Streets: Cars, Con, Truck)
Defining categories

• Keene has 13 Neighborhoods
  • Animals
  • Bedtime
  • Concepts
  • Dinosaurs
  • Favorites
  • Feelings
  • Issues
  • Nature
  • Our World
  • Rhymes (& Songs)
  • Sparkly
  • Stories
  • Things That Go (Things/Go)
• Designing the labels- we went with words and colors
  • SP1 labels from OCLC, 40 to a sheet
  • One letter per line for a vertical label, limit of 8 letters per label
  • Size 10 bold is good and fits most labels, size 12 is even better for readability
• Demco had 13 colors (although two greens are really close) so we had enough for the 13 categories
Create the list in Item Report – select collection jo for the Oversize picture books
Assign the categories based on knowing the collection, followed up by pulling books and examining them one by one. Very time consuming.
Apply the labels
Reshelve the books by author while waiting to finish labeling
More than a year and a half later...
Labeling done – Time to Reshelve in PBC order!

The Library will be closed Sunday, November 18 to allow us to shift the Picture Book City collection to its new neighborhoods (organized by subjects).
We apologize for any inconvenience.
Pull books by collection
Scan into IGE
Change collection code for findability
Reshelve alpha in collections
Used IGE to change Item Call Numbers
We also exported bibs from IGE and used MarcEdit to change the 092 call numbers in batches, reimported to Horizon.
Double-check all picture books coming back in through circulation for approx. two months to catch those checked out during the shift.
Drumroll please...
Animals (joa) – represents the largest collection with 2800 books
Bedtime (job) – 194 books
Concepts (joc) – 452 books
Dinosaurs (jod) – 116 books
Favorites (jofa) – 742 books

Includes Where’s Waldo, Pinkalicious, Mercer Mayer, Pete the Cat, Olivia, Skippyjon Jones, Curious George

Your collection may vary
Feelings (jofe) – 107 books – yikes, need to do some collection development?
Issues (joi) – 550 books

Includes things like adoption, bedwetting, going to school, bullying, etc. that might be considered life issues for kids to try to understand or work through
Nature (jon) – 267 books

Includes science books
Our World (joo) – 281 books

Includes biographies, geographical related stories, anything that seems to relate to stories about, well, our world

Note the different placement of colored labels... more on that later.
Rhymes & Songs (jor) – 461 books

Includes adaptations of myths, fairy tales, etc
Sparkly (josp) –
147 books

Includes mermaids, pirates, princes and princesses
Stories (jost) – Second largest collection at 1832 books

It’s the catch-all for anything else!
Things That Go (jot) – 195 books

Covers planes, trains, automobiles, anything that goes or moves

Thomas the Tank Engine should probably be here but some snuck into Favorites.
These laminated signs are on the end of each bookcase and available to staff for reference.

Had to make using actual labels because of color resolution issues between CMYK and RGB (screen and printer)
Some tips and tricks

- Weed before you begin, clean what you keep before relabeling
- Have one person make the decisions on what goes where
- Have one person train on labeling
- Have a plan for the final shifting
  - You will never have enough carts!
- Close to the public for the shift and allow more time & people than you think you’ll need
  - We closed and worked for 8 hours, still had to finish the next day (took another 4 hours)
  - 2 scanning, 4 shifting
Some tips and tricks

- MARC Edit is your friend for editing the local call number
  - Make sure your MARC records have a bib number in them when re-importing the update records
  - Any record without a bib number for a match point will create a dup upon importing; those two records have to be merged by hand. Ugh.

- We maintain a generic collection code for edi orders to save redefining collections at the vendor level; we label and edit collection when received – I know other libraries have set up differently
Questions?