Friends of the Library (FOTL) – Meets every Monday at 9am in the library. Please feel free to stop in anytime during the morning. Children are welcome.

We had a very good meeting on Monday 21\textsuperscript{st} May. Many friends made light work in covering a number of new books purchased to support the children in the Premiers Reading Challenge. After a brief overview of the way in which the library collection is catalogued and organised other library jobs were also demonstrated. We all had a chance for some hands on experience. A number of parents are now able to use the computer to borrow and return, while many books were mended and shelved ready for new borrowers.

Discussion and work continues on ways to develop our collection, with continued help from FOTL our school is well on its way to having a library collection that reflects our high standards.

We now have a section on the GIPS website for notices and news. Click on the Parents tab then select Friends of the Library from the menu options. This is our space to update the GIPS community on FOTL activities and ideas.

Please remember that I am here on Wednesday morning as well. I look forward to seeing you at one of these times.

Kay Borrow
(borrow.kay.e@edumail.vic.gov.au)

**Library Jobs and Tasks**

**CATALOGUERS** - Steps in cataloguing at the computer.

**PROCESSORS** - Stamp and assign call numbers.

**COVERERS** - Covering books. This can be done at home too. If you would like to cover a few books (5 to 10) at home, please select books from the ‘Cover’ box in the storeroom beside my office. Small boxes with contact paper and a squeegee have been placed beside the Cover box for you to make up a home covering kit. Alternatively please contact Julie Gray (jsgathome@gmail.com or 0411 110 537). Julie will be happy to arrange a home covering kit delivered to your door.

**SHELVERS** - Each day there is a pile of books that have been returned and need to be put away. If you arrive a few minutes before the end of the school day, this is a suitable task for this time of day too.

**MENDERS** - Sometimes we find books that are a little worse for wear. So it is off to the mending box.