



# Courier/ILL Newsletter

| December 15, 2023

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December Stats  
are due by Jan. 5

## MALA Updates

### Upcoming MALA Courier Holidays

MALA will be closed on Monday, December 25 and Monday, January 1; there will be no courier service on those days.

### Reporting Closures and Missed Stops

Just a reminder as we move into winter... please report any closures due to inclement weather as soon as possible so MALA can notify your courier. **Likewise, please report a missed stop immediately so that we can potentially arrange a make-up delivery.** In both instances, use the Courier Delivery Issues report found [here](#).

### Protocol for Using Generic Boxes v MALA Bags

*Important:* When sending materials in cardboard boxes, it is of utmost importance that any shipping labels are removed or **entirely** covered over so that no barcodes, words or numbers are visible. MALA's couriers also delivery to/from the post office so when other shipping labels are on the boxes they can easily get mixed in with mail. It is preferable to remove old labels completely but if covering up the labels rather than removing them, please make sure they are completely covered and not just lightly scribbled over. This will help ensure that library materials are moving through the system in a timely manner.

### January Meet and Greet Courier Meeting

*Join Katrina High for the monthly Meet & Greet. Meet new librarians, share information and learn what's going on around the state.*

### Topic: January Meet and Greet

Time: Wednesday, January 10, 2024 at 2:30 PM

Join Zoom Meeting:

[https://us06web.zoom.us/j/84300066370?](https://us06web.zoom.us/j/84300066370?pwd=WG0zUnd5aU1NWWNGQkVzSUZlNWVvZz09)

[pwd=WG0zUnd5aU1NWWNGQkVzSUZlNWVvZz09](https://us06web.zoom.us/j/84300066370?pwd=WG0zUnd5aU1NWWNGQkVzSUZlNWVvZz09)

Meeting ID: 843 0006 6370

Passcode: 164610

## MALAPro webinars

*Network. Learn. Grow.*

**Wednesday, January 10th, 2024 at 10 a.m.**

Free for MALAPro Members!

\$20 for non-members.

For this Readers' Advisory networking sessions we're going to do a "New Year's Resolutions" type of discussion, but for books!

What are your Readers' Advisory goals for 2024? How can we help each other achieve them?

Come join us, our Readers' Advisory panel is a fun group!

[Register here](#)

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**AI-Assisted Libraries: Synergistic Solutions for the Digital Era**

*Amessa Dowell, Kent County Public Library*

**Thursday, January 25th, 2024 at 10 a.m.**

Are you looking for an extra hand? Are you understaffed and feeling overwhelmed? Or are you a small library looking for ways to save time and money? Well, if the answer is yes, then this program is for you! Participants will unlock the full potential of Artificial Intelligence (AI), learning how it can improve workflows, streamline operations, and improve user experiences. Through this interactive session and real-world case study, attendees will gain invaluable insights and practical skills to apply in their own libraries. Our program covers the latest AI tools and technologies, along with best practices for successful implementation. Take advantage of this unique opportunity to equip yourself with the knowledge and resources needed to drive real change in your library and end burnout!

[Register here](#)

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**Reframing Failure: How to Keep Calm and Carry On**

*Caitlin McMahan, Eugene Public Library*

**Wednesday, February 7th, 2024 at 2 p.m.**

This session is about reframing how we look at "failures" and how we as staff can learn from our "mistakes," give ourselves grace, and create a more realistic understanding of what it means to lead programs in libraries.

[Register here](#)

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This service is supported by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act as administered by the Missouri State Library, a division of the Office of the Secretary of State.



Missouri Secretary of State  
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