



TENDING TO YOUR COLLECTION

Lynn E. Gates
L.E. Phillips Memorial Public Library
Eau Claire, Wisconsin

It's All About Scope!

Large weeding project means
you are planning to
review/make a decision/touch
the majority (or all) of the items
in your collection.





PLAN YOUR ATTACK!



Define Your Why



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"French Formal Garden In Loire Valley" by [Aernoudts jean](#) is licensed under [CC BY-SA 3.0](#).



"St Michael's Mount Gardens, Cornwall, England (14 of 19) | A large subtropical rock garden." by [ukgardenphotos](#) is licensed under [CC BY-NC-ND 2.0](#).



"Pollinator garden progress" by [lyberduci](#) is licensed under [CC BY-NC 2.0](#).

Set Your Boundaries



"Container garden, Toronto, Canada" by [Happy Sleepy](#) is licensed under [CC BY-NC-SA 2.0](#).

Space
Time
Assistance
Budget



"Permaculture Gardening" by [Riobinnik and Rounien](#) is licensed under [CC BY-NC-ND 2.0](#).



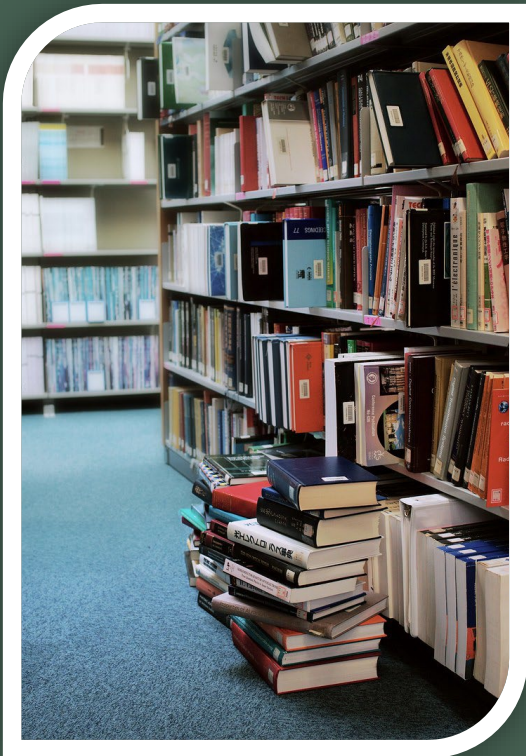
"Crystal Castle Garden Workers-1" by [Sheba Also](#) 18 Million Views is licensed under [CC BY-SA 2.0](#).



"San Francisco garden fence style" by [pb3131](#) is licensed under [CC BY 2.0](#).

SPACE

- Goal
- Storage



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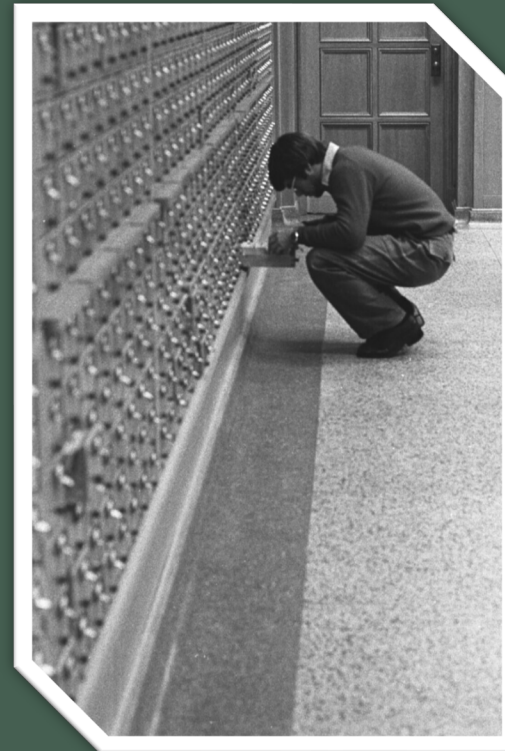
"Time" by John-Morgan is licensed under [CC BY 2.0](#).

TIME

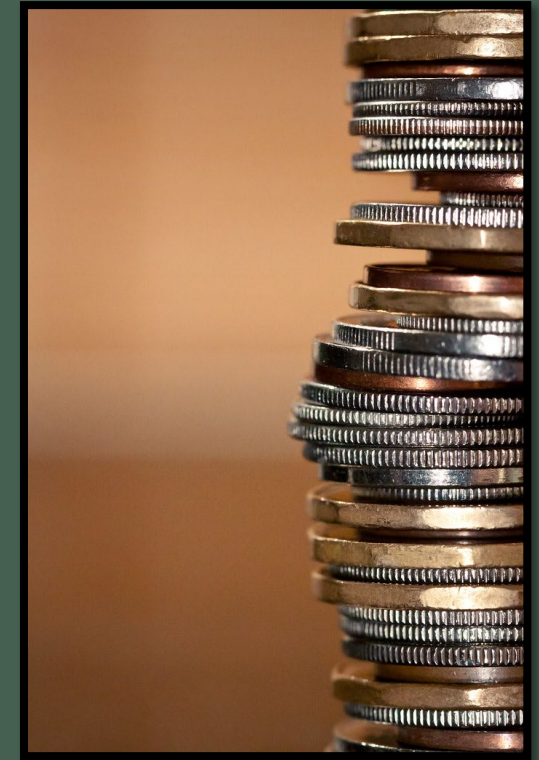
- Deadlines
- Strategic timing

ASSISTANCE

- Decisions
- Extra hands



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"217/365 August 5 - Found Money" by Sharon Drummond is licensed under [CC BY-NC-SA 2.0](#).

BUDGET

- Collection analysis tool
- Extra hours

Pick Your Tools



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Criteria
Data
Tracking
Workflow

And don't forget the boxes



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But really,
what are
you going to
do with all
those items?



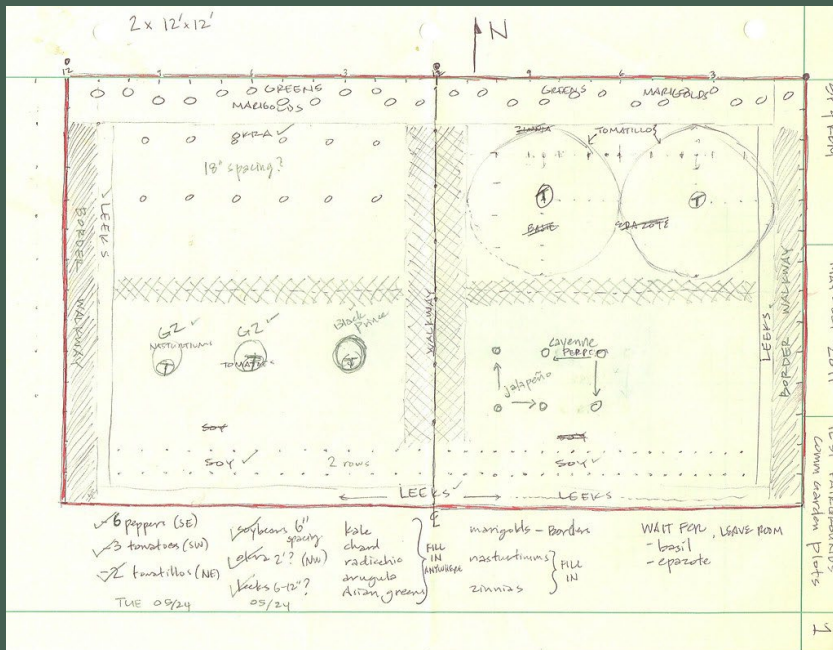
"Heapspace" by andyl is licensed under [CC BY-NC-ND 2.0](#).



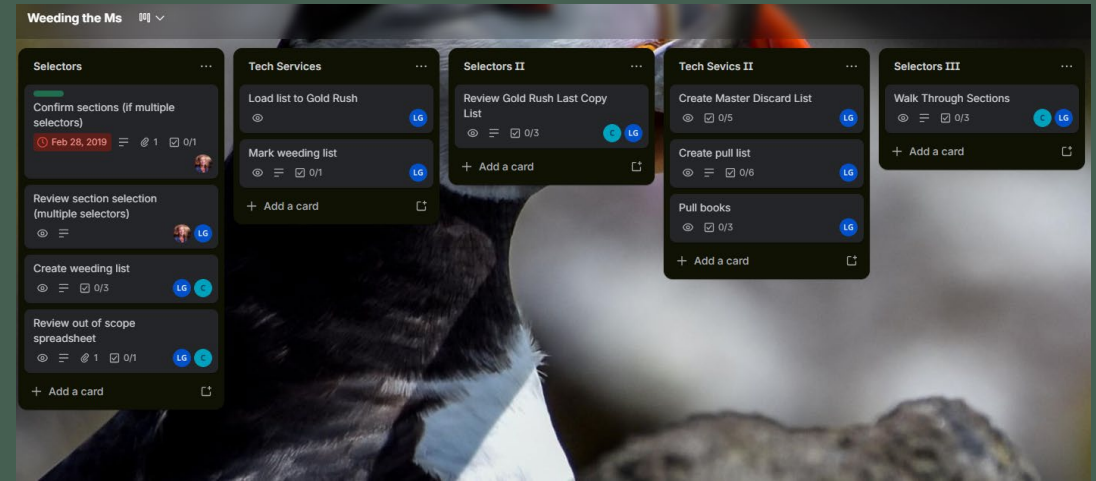
DIVING IN



Draft Your Plan



"Community Garden Plan for 2011" by [kidmissile](#) is licensed under [CC BY-NC-ND 2.0](#).

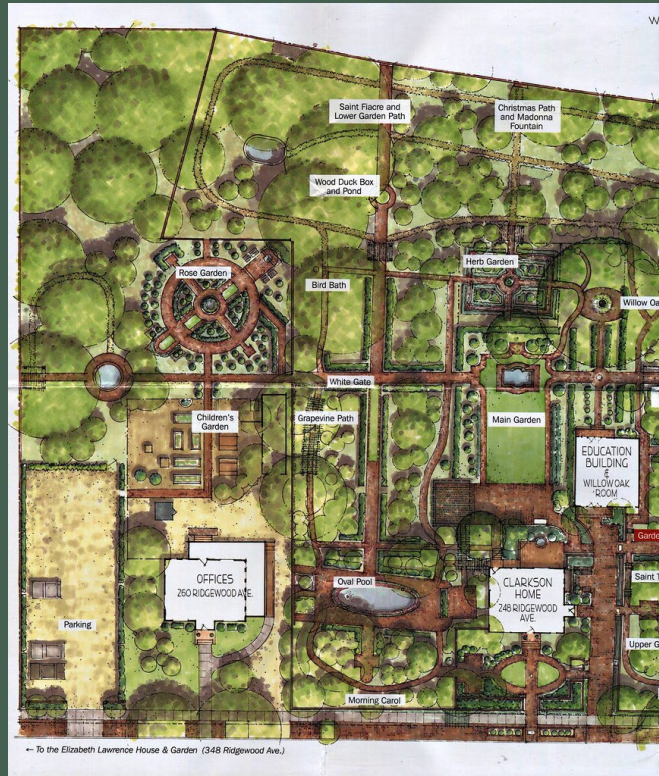


Weeding calendar 2021/22

July/August	Age of collection/Big Phil
September	Dead on arrival (all collections)
Oct/Nov	Grubby Visual Check/Little Phil
Nov/Dec	Age of collection/Little Phil
Jan	Grubby 50+ check
Feb/March	Grubby Visual Check/Big Phil
April/May	Low circulation (Last circ date using Crew method)
June	Multiples
July	Final cleanup before move



Roll Out the Plan



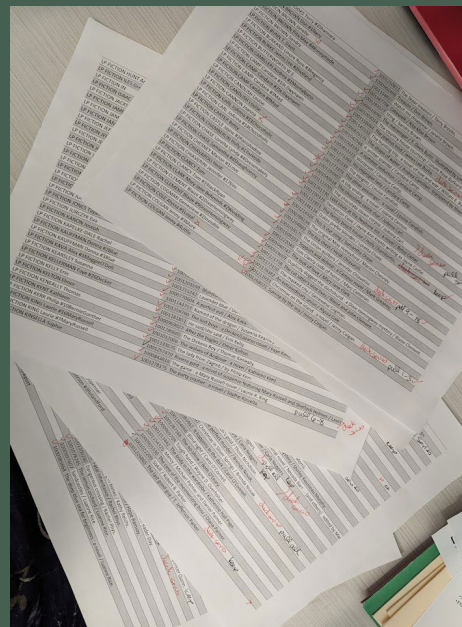
"Garden Plan of Wing Haven - West Hall" by UGArdene is licensed under CC BY-NC 2.0.

RECORD	CALL # (BIBLIO)	246aprb	VOLUME	COPY #	EDITION	TOT	YTD	LYR	INTL	LCH*IN	DUE DATE	STATUS	LOC.	BARCODE	208
Sort #	OCLC #	#(BIBLIO)				CIRC	CIRC	CIRC	USE						Date
1867	531144	b11873567	Q183 3.41	W475	What research says to the science teacher /	x 3	1	0	0	0	4/24/2005 14:59	--	mainc	33280001258761	1975
1862	772200	b1875887	Q183 3.41	W475	What research says to the science teacher /	x 4	1	0	0	0	8/9/2008 15:39	--	mainc	33280001258763	1978
1863	4343021	b13381868	Q183 4 073	2008	Starting science... again? : "making progress in science learning" /	1	1	0	0	0	--	--	mainc	33280004405402	2008
1884	3447423	b10700407	Q183 4 073	183	Individual study in undergraduate science /	1	1	4	0	0	--	--	mainc	3328000477637	1977
1865	3744800	b11175896	Q183 4 072	E534 1965	Investigative work in the science curriculum /	1	1	1	0	0	--	--	mainc	33280003295719	1965
1866	2591580	b12891894	Q183 9	A38 2005	Accuracy and reliability in scientific computing /	1	1	4	0	0	9/30/2008 12:58	--	mainc	33280004025461	2005
1867	45387321	b17061086	Q183 9	B58 2014	Using R for numerical analysis in science and engineering /	1	1	3	1	2	9/7/2019 11:01	--	mainc	33280005003230	2014
1868	22812477	b18644880	Q183 9	G37 2015	Managing data using Excel : "organizing, summarizing and visualizing scientific data" /	1	1	1	1	0	5/11/2017 12:06	--	mainc	33280005230480	2015
1869	3844440	b11803800	Q183 9	G14 1987	Particle modeling /	1	1	3	0	0	2/1/2002 17:58	--	mainc	33280003277307	1987
1870	19883017	b14441378	Q183 9	H38 2012	Handbook of research on computational science and engineering : "theory and practice" /	x 1	1	0	0	0	--	--	mainc	33280004854161	2012
1871	4449090	b10858726	Q215	557	Great ideas in information theory, language and cybernetics.	1	1	1	0	0	1--	--	mainc	33280001941366	1966
1872	10248941	b11500030	Q215	V08	The way things work book of the computer : "an illustrated encyclopedia of information science, cybernetics, and data processing"	1	1	2	0	0	1--	--	mainc	33280000768107	1974
1873	5847879	b1138802x	Q220	G433	Stones	1	1	2	0	0	0--	--	mainc	33280001286680	1963
1874	24971569	b10852820	Q220	S313 1971	Cybernetics within us : /	1	1	7	1	0	3/30/2017 9:56	--	mainc	33280000918116	1967
1875	8034366	b10071777	Q225	A54 2013	Autonomous learning systems : "from data streams to knowledge in real-time" /	1	1	0	0	0	0--	--	mainc	33280004192726	2013

1	2	3	4	A	B	C	D	F	G	H	I	J	K	L	M	N	O	P
1	2	3	4	RECORD#	ITEM LOC	CALL # (ITEM)	BARCODE	TITLE	CREATED	UPDATED	LOU DATE	TOT	CHKOUT	YTD CIRC	LYR CIRC	STATUS	DUE DATE	NOTE (ITEM)
				2	b26320745	ectgn 302 B791h	1001344170	How to know a person : the art of seeing others deeply and being deeply seen / David Brooks.	7/24/2025	3/26/2026	12/17/2025	7	1	6			04-16-2026	ectgn 25/04
				3	b26320745	ecnon 302 B791h	1001311648	How to know a person : the art of seeing others deeply and being deeply seen / David Brooks.	11/15/2023	3/18/2026	12/23/2025	20	1	6			05-20-2026	
				4				How to know a person : the art of seeing others deeply and being deeply seen / David Brooks. Total						2	12		7.00	
				5	b2627942 Count													
				6	b2627942	ecnon 302 G455r	1001331114	Revenge of the tipping point : overstories, superspreaders, and the rise of social engineering / Ma	10/16/2024	3/23/2026	1/19/2026	13	2	8			03-25-2026	
				7	b2627942	ectgn 302 G455r	1001331116	Revenge of the tipping point : overstories, superspreaders, and the rise of social engineering / Ma	10/16/2024	3/19/2026	1/8/2026	25	2	15			04-09-2026	ectgn 25/06
				8				Revenge of the tipping point : overstories, superspreaders, and the rise of social engineering / Malcolm Gladwell. Total						4	23		13.50	
				9	b2627942 Count													
				10	b26152368	ecnon 303.3 G835f	1001313644	The 48 laws of power / Robert Greene.	12/12/2023	3/23/2026	12/22/2025	24	1	9			03-25-2026	DAMAGED
				11	b26152368	ecnon 303.3 G835f	1001303570	The 48 laws of power / Robert Greene.	6/22/2023	3/24/2026	12/10/2025	19	1	8			03-26-2026	
				12				The 48 laws of power / Robert Greene. Total						2	17		9.50	
				13	b26152368 Count													
				14	b26648647	ectgn 303.327 N394h	1001337246	Hold on to your kids : why parents need to matter more than peers / Gordon Neufeld, Ph.D., and G	2/28/2025	3/11/2026	11/11/2025	9	1	8			04-01-2026	ectgn 25/10
				15	b26648647	ecnon 303.327 N394h	1001339845	Hold on to your kids : why parents need to matter more than peers / Gordon Neufeld, Ph.D., and G	4/28/2025	3/26/2026	1/21/2026	5	1	4			IN TRANSIT	--
				16				Hold on to your kids : why parents need to matter more than peers / Gordon Neufeld, Ph.D., and Gabor Mat�, M.D. Total						2	12		7.00	
				17	b26648647 Count													
				18	b2648612x	ecnon 305.23 H125a	1001326314	The anxious generation : how the great rewiring of childhood is causing an epidemic of mental illn	6/27/2024	3/9/2026	1/3/2026	17	2	8			03-31-2026	
				19	b2648612x	ecnon 305.23 H125a	1001326629	The anxious generation : how the great rewiring of childhood is causing an epidemic of mental illn	7/8/2024	3/13/2026	1/7/2026	19	2	11			04-03-2026	
				20	b2648612x	ecnon 305.23 H125a	1001318813	The anxious generation : how the great rewiring of childhood is causing an epidemic of mental illn	4/16/2024	3/14/2026	1/16/2026	30	2	6			04-08-2026	
				21	b2648612x	ecnon 305.23 H125a	1001325100	The anxious generation : how the great rewiring of childhood is causing an epidemic of mental illn	6/5/2024	3/18/2026	12/22/2025	17	0	8			ON HOLD/SELF	--
				22				The anxious generation : how the great rewiring of childhood is causing an epidemic of mental illn / Jonathan Haidt. Total						6	33		9.75	
				23	b2648612x Count													
				24	b26040177	ecnon 305.26 M275s	1001295487	The Swedish art of aging exuberantly : life wisdom from someone who will (probably) die before	12/22/2022	3/13/2026	5/20/2025	22	1	2			04-03-2026	ectgn 23/07
				25	b26040177	ecnon 305.26 M275s	1001297520	The Swedish art of aging exuberantly : life wisdom from someone who will (probably) die before	2/24/2023	3/17/2026	7/7/2025	30	1	4			04-07-2026	ectgn 23/08
				26				The Swedish art of aging exuberantly : life wisdom from someone who will (probably) die before you / text and drawings by Margarita Magnusson. T						2	6		4.00	
				27	b26040177 Count													
				28	b2674269x	ectgn 306.342 H326s	1001336644	The sirens' call : how attention became the world's most endangered resource / Chris Hayes.	2/12/2025	3/17/2026	2/26/2026	13	2	11			--	ectgn 25/10
				29	b2674269x	ecnon 306.342 H326s	1001336783	The sirens' call : how attention became the world's most endangered resource / Chris Hayes.	2/18/2025	1/31/2026	11/29/2025	7	0	7			--	
				30				The sirens' call : how attention became the world's most endangered resource / Chris Hayes. Total						2	18		10.00	
				31	b2674269x Count													
				32	b26354111	ecnon 320.533 M264p	1001311248	Prequel : an American fight against Fascism / Rachel Maddow.	11/9/2023	8/16/2025	7/1/2025	10	0	2			--	ectgn 24/04
				33	b26354111	ecnon 320.533 M264p	1001311247	Prequel : an American fight against Fascism / Rachel Maddow.	11/9/2023	3/12/2026	1/9/2026	14	1	6			--	
				34	b26354111	ecnon 320.533 M264p	1001311242	Prequel : an American fight against Fascism / Rachel Maddow.	11/9/2023	2/6/2026	7/9/2025	23	0	5			--	
				35				Prequel : an American fight against Fascism / Rachel Maddow. Total						1	13		4.67	
				36	b26354111 Count													



Time to Dig In



Create weeding list + Add

Description Edit

Use GreenGlass and Excel to create your weeding lists. Upload final version here and notify Lynn & Lisa.

Attachments Add

Files

- XLSX **D-final.xlsx** Added Jan 6, 2021, 3:48 PM ⋮
- XLSX **DS-final.xlsx** Added Jan 5, 2021, 10:58 AM ⋮
- XLSX **DR-final.xlsx** Added Jan 5, 2021, 10:57 AM ⋮
- XLSX **DQ-final.xlsx** Added Jan 5, 2021, 10:50 AM ⋮

[View all attachments \(14 hidden\)](#)

Carlos Hide checked items Delete

85%

- D
- BA
- BAW
- BC
- BD
- BE
- BF
- BG

17	Age of Collection	NF 600s Print	Shelly	11/3			
18	Age of Collection	NF 700s Print	Bethany	11/3			
19	Age of Collection	NF 800s Print	Isa	11/3			
20	Age of Collection	NF 900s Print	Elizabeth	11/3			
21	Age of Collection	NF 910s Print	Paula	11/3			
22	Age of Collection	NF 921s Print	Nancy	11/3			
23	Age of Collection	Parenting	Jerissa	11/30/2025			
24	Age of Collection	Teen NF	Andria	11/30/2025	12/16/2025	ar	
25	Age of Collection	Adult Video NF	Paula	11/30/2025	na	ps	
26	Dead on Arrival	Adult + Teen Playaways	Michaela	6/30/2025	6/24/2025	mw	
27	Dead on Arrival	Adult Graphic Novels	Elizabeth	6/30/2025	6/30/2025	es	
28	Dead on Arrival	Adult Video	Paula	6/30/2025	na	ps	
29	Dead on Arrival	Audiobook CD (Fiction & Non-Fiction), including Juv + Teen	Michaela	6/30/2025	6/24/2025	mw	
30	Dead on Arrival	Board books	Jerissa	6/30/2025	n/a	jk	
31	Dead on Arrival	Book Bike	Shelly	6/30/2025	n/a	scf	
32	Dead on Arrival	Browsing	Lynn	6/30/2025	n/a	lg	
33	Dead on Arrival	Early Readers	Jerissa	6/30/2025	n/a	jk	
34	Dead on Arrival	Fiction	Shelly	6/30/2025	6/10/2025	scf	
35	Dead on Arrival	Juv Fiction	Kelly	6/30/2025	7/7/2025	kk	
36	Dead on Arrival	Juv Graphic	Kelly	6/30/2025	n/a	kk	
37	Dead on Arrival	Juv Holiday NF	Kelly	6/30/2025	n/a	kk	



Final Touches



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NEVER AGAIN!

Maintaining Your Beautiful 'New' Collection



First things first



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"Cat garden" is marked with [CC0 1.0](#).

CELEBRATE!



Re-Define Your Why



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"Water in English Gardens (15 of 33) | Knot Garden - Hatfield House, Hertfordshire, UK," by [ukgardenphoto](#) is licensed under [CC BY-NC-ND 2.0](#).



"Porthole Garden" by [martinstone](#) is licensed under [CC BY-SA 2.0](#).



"St Michael's Mount Gardens, Cornwall, England (14 of 19) | A large subtropical rock garden" by [ukgardenphoto](#) is licensed under [CC BY-NC-ND 2.0](#).

Growing your
collection does **NOT**
mean you stop
weeding!



Revise Your Tools



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"Garden Tools in Watering Can" by [Patrice Beaulieu 12](#) is licensed under [CC BY-SA 2.0](#).

Criteria
Data
Tracking
Workflow
Calendar

Create a Calendar

Month/Year	Collection Evaluation
December 2022/January 2023	Last circ date
February/March 2023	Grubby (50+ circ)
April/May 2023	Grubby (noted damage)
June 2023	BREAK
July/August 2023	Age of Collection
September 2023	Dead on Arrival
October/November 2023	Multiples
December 2023/January 2024	Last circ date

Month/Year	Collection Evaluation
December 2024/January 2025	Last circ date
February/March 2025	Grubby (50+ circ)
April/May 2025	Visual Grubby
June 2025	Dead on Arrival
July 2025	Catch-up Month
August/September 2025	Multiples
October/November 2025	Age of Collection

Month/Year	Collection Evaluation - Option Purple
December 2025/January 2026	Last circ date
February/March 2026	TLC prep (find a TLC section, create a cart)
April/May 2026	Multiples
June 2026	Catch-up or Get Ahead Month
July-September 2026	Age of Collection
October/November 2026	Grubby (high circ & visual)
December 2026/January 2027	Last circ date/Dead on arrival

How often	
10 A, Z	General Works, Bibliography, Library Science
10 B	Philosophy, Psychology Religion
10 C-F	History
10 G	Geography, Anthropology, Recreation
5 H	Social Sciences
5 J	Political Science
5 K	Law
10 L	Education
10 M	Music
10 N	Fine Arts
10 P	Language & Literature
3 Q	Science
5 R	Medicine
5 S	Agriculture
5 T	Technology
10 U-V	Military & Naval

2026	Q, K, B
2027	H, G
2028	J, M
2029	Q, R, L
2030	S, C, D
2031	K, N
2032	Q, H, P
2033	J, U-V
2034	R, A-Z
2035	Q, S, E, F





QUESTIONS?

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