

# Polaris Community Profiles

Your Presenter:

Elizabeth Maxwell  
Telephone Reference Librarian  
Lee County Library System

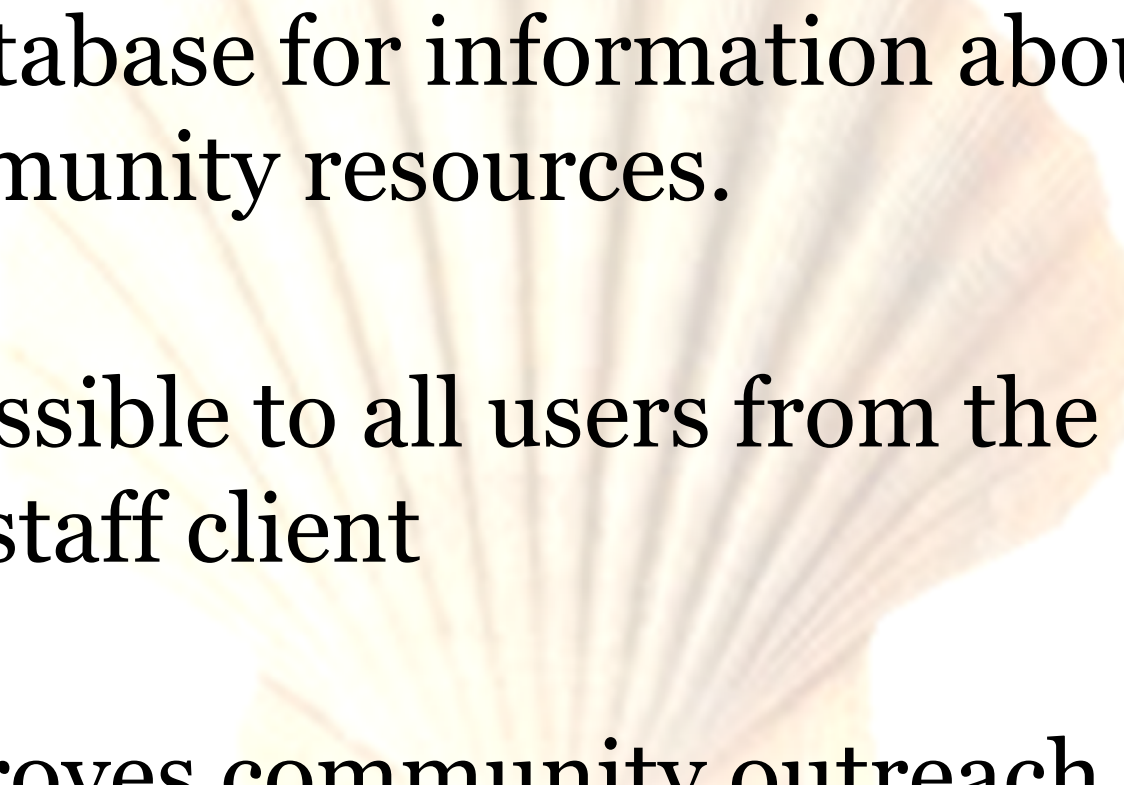


# What, How & Where ?





## What are Community Profiles ?

- 
- A database for information about community resources.
  - Accessible to all users from the PAC and staff client
  - Improves community outreach

# Example from the Lee County Library System

---

Primary Name: Sanibel-Captiva Shell Club



Primary Address: P O Box 355  
Sanibel Island FL 33957  
Contact: Joyce Matthys  
Phone: (503) 585-5286  
E-mail: joycematthys@aol.com



Description: The Sanibel-Captiva Shell Club was founded in 1961 by twelve members of the island community. Today the club has more than 150 members and is known for hosting the longest-running shell show in the United States. The Sanibel Shell Show is an integral part of the annual Sanibel Shell Festival held the first Thursday, Friday and Saturday in March.



General Notes: Shell Club meetings are held at The Bailey-Matthews Shell Museum. The group meets the third Sunday of the month from October through March. Call for more information.

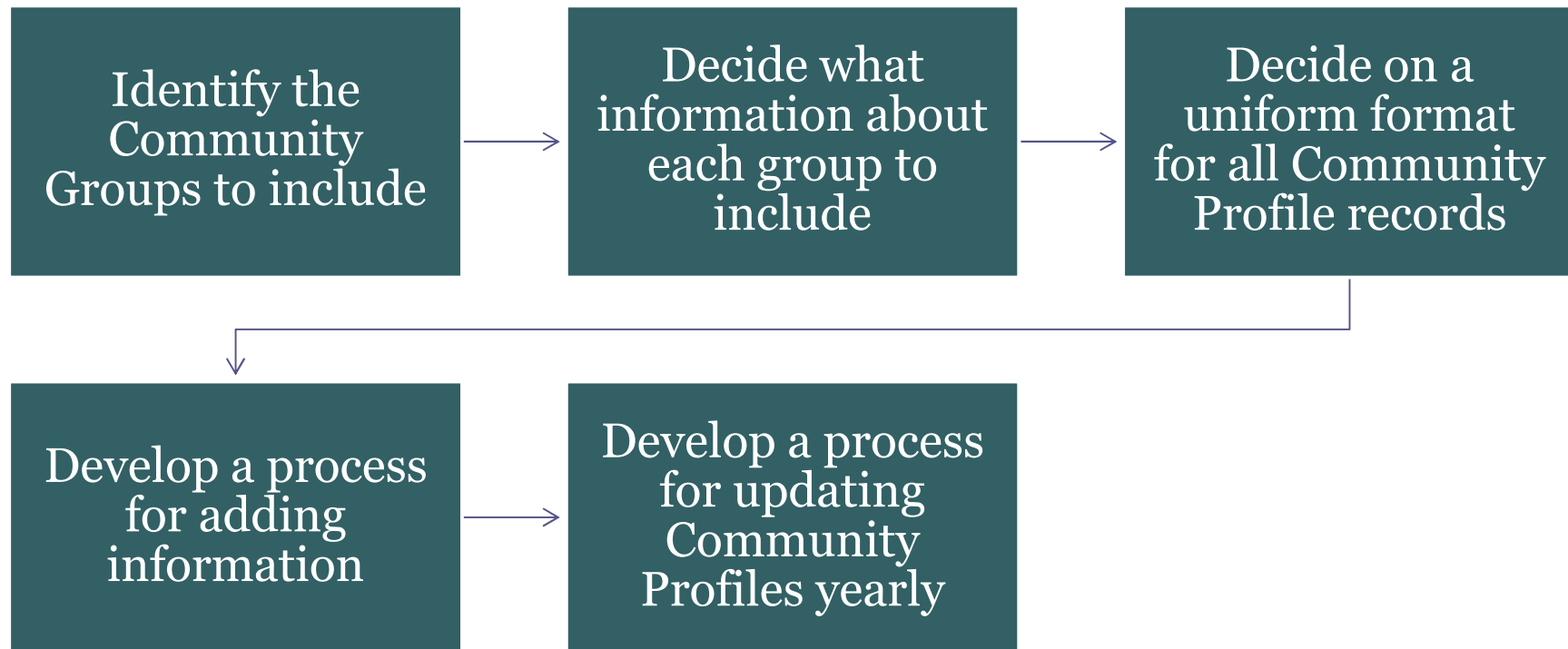
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# Template Fields

- Publications
- Fees
- Subjects
- Blog



# How to Begin a Community Profile database



# How to build the CP database

Go to Polaris>File>New>Community Record



**Organization name:**

Control number:

0

**Owner:**

Telephone Reference (br)

Record status:

**Organization type:**

Organization or Club

**ContentXChange widgets link to:**

Telephone Reference (br)

Display in PAC

Profile

Core info

Events

Social

Services

Subjects

Organization Rep

Preview

Statistics





\* logo size will not exceed 100 pixels X 100 pixels

Primary address

Alternate address

Address:

City:

State / Province:

Postal code:

Phone number:

TTY:

Fax number:

Contact person:

E-mail address:

**\* at least one address element must be filled in**

**Description:**

Override automatic map coordinates





- Profile
- More info
- Events
- Social
- Services
- Subjects
- Organization Rep
- Preview
- Statistics

General note:

Shell Club meetings are held at The Bailey-Matthews Shell Museum. The group meets the third Sunday of the month from October through March. Call for more information.

Target group:

Area served:



Profile	More info	Events	Social	Services	Subjects	Organization Rep	Preview	Statistics
Facebook page URL:								
<input type="text"/>								
Twitter URL:								
<input type="text"/>								
Blog URL:								
<input type="text"/>								
Linked-in profile:								
<input type="text"/>								
My space URL:								
<input type="text"/>								
Google plus URL:								
<input type="text"/>								
Web links								
Website address								
<input type="text" value="http://sanibelcaptivashellclub.com/"/>								
Website title / description								
<input type="text" value="The Sanibel-Captiva Shell Club"/>								
<input type="text" value="*"/>								



## Organization name:

Sanibel-Captiva Shell Club

Control number:

885

Owner:

Telephone Reference (br)

Record status:

Final

ContentXChange widgets link to:

Display in PAC

Telephone Reference (br)

Organization type:

Organization or Club

- Profile
- More info
- Events
- Social
- Services
- Subjects
- Organization Rep
- Preview
- Statistics



Primary Name: Sanibel-Captiva Shell Club

Primary Address: P O Box 355

Sanibel Island FL 33957

Contact: Joyce Matthys

Phone: (503) 585-5286

E-mail: joycematthys@aol.com

Description: The Sanibel-Captiva Shell Club was founded in 1961 by twelve members of the island community. Today the club has more than 150 members and is known for hosting the longest-running shell show in the United States. The Sanibel Shell Show is an integral part of the annual Sanibel Shell Festival held the first Thursday, Friday and Saturday in March.

General Notes: Shell Club meetings are held at The Bailey-Matthews Shell Museum. The group meets the third Sunday of the month from October through March. Call for more information.

▶ Connect with us

Expand All | Collapse All



## Organization name:

Sanibel-Captiva Shell Club

Control number:

885

Owner:

Telephone Reference (br)

ContentXChange widgets link to:

Telephone Reference (br)

Record status:

Final

Organization type:

Organization or Club

Display in PAC

Profile More info Events Social Services Subjects Organization Rep Preview Statistics

### Creator / Modifier information

Creator:

SCHWEIKE

Modifier:

ODONOGE M

Creation date:

12/13/2012

modified:

12/20/2013

Import date:

Import file:

### Statistical information

Linked patrons:

0

Number of active events:

0

Number of inactive events:

0

Number of linked events:

0



# Record of Updates

Community Record - 885

File Edit View Links Tools Help



Community Record

**Organization name:**

Sanibel-Captiva Shell Club

Control number:

885

**Owner:**

Telephone Reference (br)

Record status:

Final

**ContentXChange widgets link to:**

Telephone Reference (br)

**Organization type:**

Organization or Club

Display in PAC

Profile More info Events Social Services Subjects Organization Rep Preview Statistics

Historical or biographical information:

Updated: EO/TR Dec 20, 2013

Programs note:

Publications that you issue:





**Title:** Scoop on Gloop

**Hosted by:** Captiva Memorial Library

**Event Date/Time:** Saturday, October 18, 2014 from 3:00 PM to 4:00 PM CCA meeting Room

**Primary Address:** 11560 Chapin Ln

Captiva FL 33924

**Contact:** Naomi Pastor

**Phone:** 533-4890

**FAX:** 485-1150

**E-mail:** npastor@leegov.com

**Description:** Bartholomew and the Oobleck by Dr. Seuss will be read. Participants will create "gloop," a mixture that cannot be clearly identified as a solid or a liquid; it seems to be a little of both!

**Facilitator or Presenter:** Ms. Naomi

**Note:**

**Subjects:** Family

Grades K-5

3-5 years

Family Program

Kids' Club



**Title:** Family Storytime  
**Hosted by:** Pine Island Public Library  
**Event Date/Time:** Thursday, September 25, 2014 from 11:00 AM to 12:00 PM Meeting Room  
**Primary Address:** 10700 Russell Rd  
Bokeelia FL 33922  
**Contact:** Deanna Evans  
**Phone:** 533-4350  
**FAX:** 485-1180  
**E-mail:** [devans2@leegov.com](mailto:devans2@leegov.com)

**Description:** Stories, poems, songs, action, and related crafting fun for preschoolers presented by Ms. Deanna at the Pine Island Public Library.

**Facilitator or Presenter** Deanna Evans  
**Note:**

**Subjects:** 3-5 years  
Family  
2 years  
Storytime  
Children's Program  
Crafts and Story

# Entering the Data





# Searching the Data

- Via the PAC
- Via Staff Client



# Searching from the PAC

The screenshot displays the Lee County Library System website. At the top, there is a dark teal header with the library's logo and the name "Lee County Library System". Below this is a navigation bar with dropdown menus for "QUICKLINKS", "SEARCH", "MY ACCOUNT", "KIDS", "TEENS", "ADULTS", "E-SOURCES", "COMMUNITY", and "SERVICES". The "COMMUNITY" menu is open, showing a list of options: "Community Keyword", "Community Browse", "Business", "Job Hunting?", "Community and Govt", "Cultures", "- Español", "- Indian and Southeast Asian", "- Kreyòl Ayisyen", "Outreach Services", and "Flood Information". A blue arrow points to "Community Browse".

Below the navigation bar, there is a search box labeled "Search the catalog" with buttons for "Keyword", "Title", and "Author". To the right of the search box is a "DATABASE OF THE MONTH" banner for "mango. languages". Below the banner is a "Download Depot" section with a "Download Depot" button and a "Library" section with a "This website unavailable" message. The "Did You Know?" section is also visible on the left.

# Lee County Library System

LINKS ▾ SEARCH ▾ MY ACCOUNT ▾ KIDS ▾ TEENS ▾ ADULTS ▾ E-SOURCES COMMUNITY ▾

You Know?



Browse search for:

that begins with:

Display:  results per page

<< Previous 10 Listings | Next 10 Listings >>

## Organization name

- Sanibel-Captiva Art League
- Sanibel-Captiva Audubon Society
- Sanibel-Captiva Chamber of Commerce
- Sanibel-Captiva Conservation Foundation
- Sanibel Captiva Lions Club
- Sanibel Captiva Orchid Society
- Sanibel-Captiva Republican Caucus
- Sanibel-Captiva Sail & Power Squadron
- Sanibel-Captiva Shell Club
- Sanibel Community Association (SCA)

# Lee County Library System

[QUICKLINKS](#) ▾ [SEARCH](#) ▾ [MY ACCOUNT](#) ▾ [KIDS](#) ▾ [TEENS](#) ▾ [ADULTS](#) ▾ [E-SOURCES](#) ▾ [COMMUNITY](#) ▾ [SERVICES](#)

Lee County Library System

Search the catalog

DATABASE OF THE MONTH  
  
 Learn French, Russian, Spanish, Italian, German, Chinese, Japanese, and more.  
 Mango's language lessons guide you through the process of learning a new language. [Click here to start!](#)

Did You Know?



Download Depot



Library

This website is unavailable.  
 System maintenance will be performed between 8PM and 11PM. This will not affect searching the library catalog.

- Community Keyword
- Community Browse
- Business
- Job Hunting?
- Community and Govt
- Cultures
- Español
- Indian and Southeast Asian
- Kreyòl Ayisyen
- Outreach Services
- Flood Information





**Narrow your search**

- ▼ **Type of Organization**
  - Organization or Club (5)
- ▼ **Organization Name**
  - "Annual Sanibel Shell Fair, Annual Holiday Miniature Golf of the Island, Family Fall Carnival" (1)
  - Bailey-Matthews Shell Museum (1)
  - Bonita Springs She. Club (1)
  - Gulf Coast Model Railroad (1)
  - Sanibel Community Association (SCA) (1)

Search my community for: shell

Search by: Any Field Limit by: All types

1 - 5 of 5 10 per page Sort Relevance Page: [1]

1. **Bonita Springs Shell Club**



Primary Address: 5700 Bonita Beach Rd SW, Bldg #2 Bonita Springs FL 34134

... "Annual Shell Show every February. " ...  
Telephone: 495-6172

2. **Bailey-Matthews Shell Museum**



Primary Address: 3075 Sanibel-Captiva Rd Sanibel FL 33957

Hours: Daily: 10 a.m. to 5 p.m.

... the world. Exhibits are devoted to shells in art and history, shell habitat, rare specimens, fossil shells, common Southwest ...

Telephone: 395-2233 or 888-679-6450

E-mail: [shell@shellmuseum.org](mailto:shell@shellmuseum.org)

- Bailey-Matthews Shell Museum

3. **Sanibel-Captiva Shell Club**



Primary Address: P O Box 355 Sanibel Island FL 33957

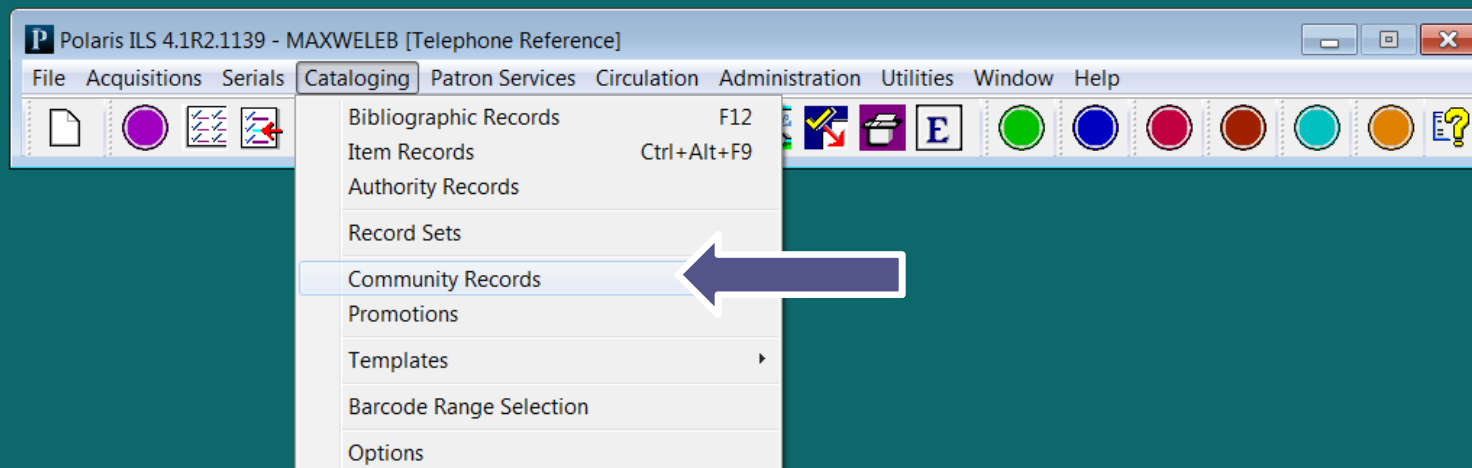
... Show is an integral part of the annual Sanibel Shell Festival held the first Thursday, Friday and Saturday

**Related searches**

- ▼ **Organization Name**
  - "Annual Sanibel Shell Fair, Annual Holiday Miniature Golf of the Island, Family Fall Carnival"
  - Bailey-Matthews Shell Museum
  - Bonita Springs Shell Club
  - Gulf Coast Model Railroad
  - Sanibel Community Association (SCA)

**Did You Know?**

# Staff Client Searches



Community Records - All keyword fields Find Tool

File Edit Tools Options Help

General Settings Scoping Branches Collections Databases

Object: Community Records Limit by: (None) Search Mode:  Normal  Power  SQL

Search by: All keyword fields Value: Search

Type: Keyword search  Count Only

Sort by: (None)

For: shell

Organization Name	Event Name	Address	Type	Linked..
Bonita Springs Shell Club		5700 Bonita Beach Rd SW,...	Organizatio...	0
Sanibel Community Association (SCA)		The Community House, 21...	Organizatio...	0
Sanibel-Captiva Shell Club		P O Box 355 Sanibel Island...	Organizatio...	0
Bailey-Matthews Shell Museum		3075 Sanibel-Captiva Rd S...	Organizatio...	0
Gulf Coast Model Railroad		Shell Point Retirement Co...	Organizatio...	0



Community Records - All keyword fields Find Tool

File Edit Tools Options Help

General Settings Scoping Branches Collections Databases

Search Mode  
 Normal  
 Power  
 SQL  
 Count Only

Object: Community Records Limit by: Notes  
 Search by: All keyword fields Value: Dec  
 Type: Keyword search  
 Sort by: Organization Name  
 For: \*

Search  
 Stop  
 New Search  
 Clear  
 Help



Organization Name	Event ...	Address	Type	Linked...
ALS Association of Lee County		13601 Plantation Rd Fort Myers, FL 33...	Organization or Club	0
American Business Women's Associati...		P O Box 101221 Cape Coral, FL 33910	Organization or Club	0
American Heart Association, Lee Coun...		28441 Bonita Crossings Blvd Bonita Sp...	Organization or Club	0
Bonita Christian Forum		9751 Bonita Beach Rd Bonita Springs, ...	Organization or Club	0
Bonita Springs Genealogy Club		Bonita Springs Public Library, 26876 Pi...	Organization or Club	0
Captiva Civic Association		11550 Chapin Lane, PO Box 778 Captiv...	Organization or Club	0
Charlotte County Chamber of Comme...		2702 Tamiami Trail Port Charlotte, FL ...	Organization or Club	0
Child Care Resource and Referral Hotl...		2807 Remington Green Cir Tallahassee,...	Organization or Club	0
Conservancy of Southwest Florida		1450 Smith Preserve Way Naples, FL 3...	Organization or Club	0
Democratic Club of Cape Coral		1404 Cape Coral Pkwy E Cape Coral, FL...	Organization or Club	0
Edison Festival of Light, Inc.		1524 Jackson St Fort Myers, FL 33901	Organization or Club	0
Estero Wood Carvers Club		Estero Recreation Center Estero, FL	Organization or Club	0
First Cavalry Division Association, Flori...		Biggy's Restaurant, 3701 Fowler St Fort...	Organization or Club	0



## Look here:

- Barrington Area Library
- Brownsburg Public Library
- Topeka & Shawnee County Public Library
- Manhattan Public Library



# Example from Topeka & Shawnee County Public Library



Primary Name: Topeka Corvette Club  
Primary Address: PO Box 750482  
TOPEKA KS 66675-0482  
Contact: Merlin Stallbaumer, President  
Phone: (785) 246-3001  
E-mail: [mgbaumer@yahoo.com](mailto:mgbaumer@yahoo.com)

Description: The Corvette Club is a social group for Corvette owners or operators.

Eligibility: Must own or operate a Corvette to join.

Fees: \$35.00 about per year.

Services Available: Meetings - 1st Tuesday, 7:00pm at McFarland's Restaurant, Gage Center, Topeka. Dinner is at 6:00pm.

Subjects: Automobiles  
Clubs  
Car Clubs

Related Organizations: [Automobile Clubs - Topeka Corvette Club](#)

Publications Note: Monthly newsletter, "The Vetter Letter" No Brochure at the Library

# Example from Manhattan Public Library



Primary Name: Blue Valley Yacht Club

Primary Address: P O Box 961  
Manhattan KS 66505  
Contact: Paul Visser, Commodore  
Phone: 785-564-2493  
E-mail: plvssr@yahoo.com

Description: The Blue Valley Yacht Club has 10 acres of land and water on the southwest side of Tuttle Cove. The club sponsors sailboat activities, racing, the KSU Sailing Club and Sea Scout Ship 5074.

Subjects: Yacht club  
Sailing  
Sailboats  
Boating

# Logos



The  
**BAILEY-MATTHEWS**  
SHELL MUSEUM

Questions??

