



# Site Update

## Managing Your Book Inventory

### First In, First Out: Use Older Titles First

Use and replace is a handy rule of thumb to keep in mind when reporting and ordering. If you simply replace the books you use in any given month your book inventory will be in good shape.

In addition to simplifying your reports and orders it's also the best way to keep your book inventory current. Keeping your inventory close to your actual usage each month ensures you can start using new titles as soon as possible.

We have a budget like everyone else and we depend on sites using all their books on hand before moving to a new title. When we order books, we do so based on using the entire inventory of the older title first — and of course, we don't want to run short.



### Call Us for Help

If your inventory has really aged we can often find ways to re-use the older titles. If you need help managing your inventory give us a call. We're here to help!

### The Growing Raising Readers Family

A warm welcome to the following new sites:



Coastal Family Medicine of Maine—Blue Hill

Cutler Health Center—Orono

Health Access Network—Lincoln

Primary Health—Ellsworth

Redington Family Practice—Skowhegan

Kathy Truslow, NPC—Portland

## News You Can Use

### New Title: 6 Month Visit

*Tips for Parents: Baby Talk* is an interactive, flip the flap book that will delight your infant and offer you an opportunity to explore the pages together. Books like this offer young children the chance to predict what is behind the flap and

the discover it on their own!

**Source: 2009 Early Care and Education Calendar**

### Keeping Our Finger on the Pulse

Site visits and annual Quality Improvement survey are the two key ways we stay in touch with what's happening in our sites. Our thanks to all of

you who completed your survey or made time to see us for a site visit. Every time we visit a site we learn something that helps us fine tune the program and ensure it's working well for all involved. We'll be sharing results of the QI Survey with you in upcoming newsletters. See you soon for a site visit if we haven't been there yet.

Volume 9, Issue 7

July 2009

## Please Post/Share

Keep everyone at your site in the loop by posting or sharing this newsletter with all staff. Thanks.

## Questions?

**Anne Quirion**  
Program Coordinator  
Western & Southern  
Maine

800-397-3263 [x3](mailto:anne@raisingreaders.org) or  
541-7561  
[anne@raisingreaders.org](mailto:anne@raisingreaders.org)

**Kate Bartley, MPA**  
Program Coordinator  
Eastern & Northern  
Maine

800-397-3263 [x2](mailto:kate@raisingreaders.org) or  
973-4946  
[kate@raisingreaders.org](mailto:kate@raisingreaders.org)

