

NeCessary KnowLedge

Annual Meeting Recap

by Fred Atchison

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Calendar

- Directors' Meeting
August 28— Waterville
- Book Repair
September 12— Goessel
- State Library Road Show
September 18— Junction City
- Kansas Health Online
September 24— MPL

The 2008 NCKL Annual Meeting was held August 7th and was favored by a spell of mild temperatures. Highlights and activities since last August were noted. The list included work on technology grants and automation consortium building, conducting outsourcing trials in the processing center, the convening of a committee to review the use of library standards and implications for NCKL policy, a robust and ultimately disappointing legislative effort, and a very lively program of consulting and continuing education. The year 2007 ended with some impressive statistics: 20 workshops were presented, 18,403 items were cataloged, 15,050 items were processed, rotating books were delivered to 47 sites, and Mail-a-Book served 827 participants, and nearly one hundred thousand dollars in grants were distributed.

The 2009 budget was passed without objection. An increase in health insurance drove the 7.47% increase. It will require \$71,016 additional dollars over the 2008 budget, \$55,000 of the increase for benefits. Total authorized spending for 2009 is \$1,021,436. Increases in gas prices, postage, and growth in Mail-a-Book program usage were also factors. Salary increases are based on a 3% cost of living increase (The inflation rate is running well over 4%.) and a 0-3% merit component. The 2008 mill rate actually decreased slightly from 2007. Reserve funds were utilized to hold down the increase in 2008, and it will be necessary to build the reserve back up. The 2009 mill rate will be 1.457, a 0.229 increase. The budget is characterized as a

maintenance level budget with a "catch up" adjustment for benefits.

In a departure from previous years of formal standardized system plans, new regional goal statements were developed. These goals focus on service and program elements that can be reviewed and measured against performance though the year. Shared state-wide goals were also developed in 2008 with the State Library and the other systems. These goals focus broadly on automation, resource-sharing, continuing education, advocacy and the development of an accreditation program for public libraries. The Executive Committee and the full System Board approved both sets of goals. More information is available on the website or by contacting NCKL headquarters.

Patricia L. Parker, CPA presented a *Not for Profit Financial Management Workshop* at the conclusion of the business meeting. Her presentation addressed the responsibilities of serving on a not for profit board, deterring fraud, and the changes in recent years in the auditing process. Her comments were particularly relevant for trustees and librarians. The extent of accountability of board members for employee financial mismanagement or fraud generated good questions and discussion.

The convening of the full System Board is a necessary step in the budget approval and governance process. The fulfillment of this important responsibility is necessary, but also a much appreciated duty.

NCKL 2009 Goals

This year the State Library of Kansas revised the way annual system plans are reported. Gone is the old “boiler-plate” format replaced by a simple list of our goals for the coming year.

I. Continuing Education

- A. Provide Classes and workshops for trustees, library directors and library staff
 - i. 15 hours on core competencies for library directors
 - ii. Training for library staff
- B. Provide funding for outside training
 - i. State Library Workshops
 - ii. KLA Conference
 - iii. PLA
 - iv. Other

II. Resource Sharing

- A. Automation of member libraries
 - i. Funding
 - ii. Support
- B. Interlibrary Loan
 - i. Assistance with loans
 - ii. Postage Grant/ Courier service

III. Direct Services

- A. Cataloging and Processing
 - i. Continue current processing offerings
 - ii. Seek cost saving measures through outsourcing
- B. Rotating Books
- C. Mail-a-Book

IV. Consulting

- A. General Consulting
- B. Tech Consulting
- C. Board Training

V. Advocacy and Public Relations

- A. Marketing
- B. Legislative Day
- C. Collaboration with other agencies

These briefly describe where system personnel will devote their efforts in the coming year. They are designed to be rather broad and the staff will work to design more specific objectives to measure our progress on the goals as the year progresses.

Talking Books News

By Ann Pearce

For the last two years, the Kansas State Legislature has appropriated \$29,000 for the acquisition of NFB-NEWSLINE®, a service of the National Federation of the Blind. NFB-NEWSLINE® is available through the sponsorship of the Kansas State Library. This newspaper service is available for any Talking Book patron. There are 257 newspapers, including the *New York Times*, *USA Today*, and the *Wall Street Journal*. On the state level, the newspapers available are the *Wichita Eagle*, *Hutchinson News*, and the *Hays Daily News*.

A patron can sign up for the service by calling Talking Books in Emporia at 1-800-362-0699 or by registering directly with the National Federation of the Blind at www.nfbnewsline.org.

Once a patron is signed up for the service, he receives a unique user ID and a password. By using a touch-tone telephone, the patron can call a toll-free number and listen to the newspaper or magazine of his choice. The telephone keypad is used to move between newspapers, sections, and articles. There is no cost to the patron for this service.





Kansas Libraries on the Web

by LaDonna Clark

As always, I am curious of statistics and usage about NCKLS library KLOW websites and wondered what Director thoughts were on ease of updating and what patrons thought of their sites. I rendered information from Janet Marler, Director of the Marion City Library, and Volunteer and Board Member Matthew Ekstrum of Vermillion on the Vermillion Public Library website. Here is what they had to say regarding their communities and KLOW websites:

“Since May 2007 there have been 15,732 hits on the Marion City Library website. That’s 30 to 50 hits a day. In Vermillion, the average number of hits per day is 70. The highest number of hits in a single day so far is 120. Since stats have been kept beginning April 9, 2007, there have been 4,982 total unique hits. Top pages are RSS 2.0 feed (11,646) and the homepage (5,127).”

When I asked them what their thoughts were for a library currently not having a KLOW presence, here is what they had to say.

“Creating and updating our webpage is easy,” said Janet from Marion. “We find it fun and challenging to create this great resource for the library. It is a great way to promote and advertise our services, and is limited only by our time and creative ideas. We encourage every library to have a webpage to help promote their library. There is no reason for everyone not to try it. It is fun and easy.”

“My advice,” said Matthew from Vermillion, “would be just to start posting. Don’t worry too much about what it looks like. The content is more important. Posting on a regular basis helps. Recruit others to post also. What worked for us was Chari really enjoys going through old newspapers we have on DVD, taking out the highlights, and posting them. She even wants to start adding pictures next. Once she had been updating the website for awhile, Audrey mentioned it in the local paper. The next day our hits doubled. The number of hits has stayed high because of her work of continuing the posts of old newspapers.”

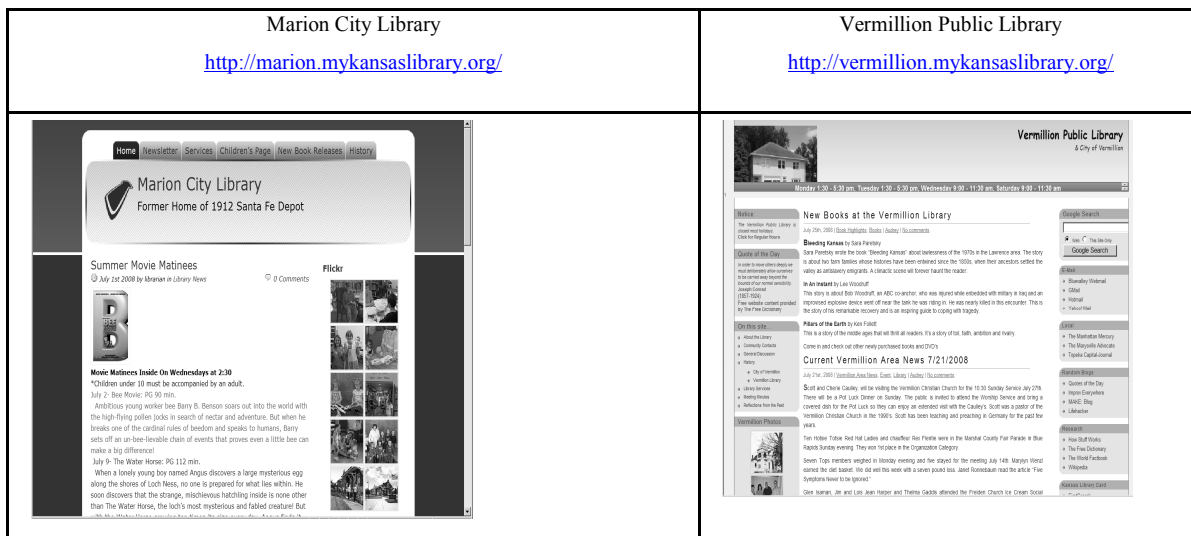
How is your site used, from what you can tell?

Recently, the Cal Ripken Baseball tournament was in Marion, and several people had said they looked at the library website to see what was going on at the tournament.

Also, since MCL is listed on the Marion City webpage, there are a lot of hits from people looking at the Marion City site. The city and chamber also check the MCL site regularly to update their website or to list special events. MCL webpage is set on each of the public access computers. People click to see what it is and then continue to read the library's webpage when they sit at the computer. Patrons usually comment on how well the information is presented or about all the events MCL is hosting.

Matthew revealed that the top search leading patrons to the VPL site is “dtv2009.gov.” There is a complete article explaining the upcoming TV transition on their site. Also, as a result of having older newspapers online, patrons are contacting VPL for assistance on family ancestry research more and more. One other thing Matthew noted was comments from patrons come verbally (as opposed to comments online) of how wonderful the site is, and how good it is that Vermillion Public Library has a website!

If you currently do not have a KLOW website and would like one, simply email your request. A KLOW website can be set up in a few days, and training can take place at your convenience.



Reaching for Excellence in Library Technology

by Shannon Roy

The first Reaching for Excellence Administrative Training Program was on public library administration in June. It was very successful, partly because of the talented training team from Wichita, and partly because of the lively classmates. The State Library staff has also been busy planning the second Reaching for Excellence Administrative Training Program, which will be on Issues in Library Technology. This program will be on Thursday, October 23, and Friday, October 24.

It will be especially exciting because it will be the first use of the high-definition video-conferencing network called ELMER (Enhanced Library Meeting Rooms) for a librarian training program. The ELMER locations will be at the Northeast System, Salina Public and Lane County in Dighton. The locations for the presenters will be announced later.

The participants will be free to choose their preferred location and to attend both days for 10 contact hours of re-certification credit or to attend either day for 5 contact hours of re-certification credit. Classmates who have not joined the Certification Program for Kansas Public Library Administrators will be encouraged to participate. The workshop charge will be \$25.00 for one day and \$50.00 for both days.



Jessamyn West is coming from Vermont to be our guest for this program. She will speak on the development of 2.0 library services. Jessamyn has presented to Kansans on this topic but the current issues are always changing. Jessamyn has been described as a library consultant, a blogger, an opinion maker, a

mover and shaker and a free spirit. Although a keynote presenter, Jessamyn is not a morning person and will be presenting on the afternoon of October 23.

Kathy Rippel is in charge of the workshop on "Technical Services" that will be presented Wednesday morning. This workshop will cover good procedures for acquisition, processing and tracking materials, high quality catalog maintenance and connecting technical services with reference work for better library service.

Kathy Rippel currently heads the Resource Access and Sharing Department for the Central Kansas Library System in Great Bend. This department handles cataloging, acquisitions and interlibrary loan. Kathy also manages Pathfinder Central, a union catalog of 31 CKLS libraries.

Through working public and technical services in many types of libraries, Kathy has developed philosophies for connecting technical services with reference work.

On Friday, October 24, the talented Automation and Technology Consultants from the South Central System will teach a workshop on current topics in library technology. Larry Papenfuss and Sharon Barnes have worked closely with South Central libraries to foster technology development and have been presenters at a number of programs.

Larry Papenfuss, Automation & Technology Coordinator for the South Central Kansas Library System, oversees all facets of technology services provided to South Central libraries. In addition, he manages the networks, computer, wireless and video-conferencing technology of the regional system office/training center. His job at SCKLS has grown exponentially since he was hired in 1998 and he revels in embracing technologies and issues which were never conceived of at that time. His vision and persistence are qualities that have proven beneficial to libraries throughout the region. In a 2006 survey of SCKLS member libraries, 94% of respondents rated services as excellent. Larry counterbalances the stress of serious "keeping up" by maintaining a fish aquarium in his office and with occasional inventive pranks on previously unsuspecting coworkers and associates.

Sharon Barnes is the Automation & Technology Consultant for the South Central Kansas Library System. She has participated in the transition of libraries from paper-based and hand-counted processes to the current level of technology, and has a broad understanding of the issues librarians face. Her participation in that technology was not totally voluntary at the beginning, so she can empathize with those who approach the subject without much enthusiasm. Sharon has helped hundreds of librarians see how today's ever-changing capabilities can enrich their daily lives and help them be more productive, even if these technologies are not always trouble-free. Member librarians know her love of lifelong learning is contagious, and often learn as much from her about rabbit-raising, knitting and genealogy as they do about technology.



The topics they will cover will include hardware infrastructure, software, technology management, planning and budgeting and tools for library websites, social networking, collection management and web searching.

**Reaching for Excellence
Administrative Training Program
Issues in Library Technology**

Day One: Thursday, October 23 - 9:30 AM to 3:00 PM

Day Two: Friday, October 24 - 9:30 AM to 3:00 PM

Participants may register for either day or full program.



The workshops will be available by high-definition video-conferencing at three sites in the ELMER (Enhanced Library Meeting Rooms) Network. The three locations will be Northeast Kansas Library System, Salina Public Library and Lane County at Dighton.

Registration limited to 30 participants at each site

Thursday, October 23

9:30 - 12:00 - *Technical Services and the Effective Library*

Kathy Rippel, Central Kansas Library System

Presented from the Salina Public Library, by video to NEKL and Dighton

12:00 – 1:00 – Lunch, at all locations

1:00 – 3:00 - *It's Really about Connections: Linking People, Services and a Changing World* Jessamyn West, Keynote Presenter

Presented from the Northeast Kansas Library System, by video to Salina and Dighton

Friday, October 24

9:30 – 12:00 – *Building Excellence through Skills in Library Technology*

Larry Papenfuss and Sharon Barnes, South Central Kansas System

Presented from the Salina Public Library, by video to NEKL and Dighton

12:00 – 1:00 – Lunch

1:00 – 3:00 – *Building Excellence through Skills in Library Technology – continued*

An article on the program may be found at:

http://skyways.lib.ks.us/news/publish/article_00714.shtml



Registration

M

Registration form and fee must be received at the State Library no later than October 15, 2008. The registration fee of \$50.00 (or \$25.00 for one day) should be made to the State Library of Kansas.

Name _____

Position _____

Email Address _____

Library Address _____

City _____ Zip _____

Library Phone (include area code) _____

I will plan to attend:

Full Program _____

October 23 _____

October 24 _____

T

Each day's program will be worth 5 contact hours in The Certification Program for Public Library Administrators.

I will attend at the following location:

Lane County _____

Northeast System _____

Salina Public _____

Registration covers program, breaks, and lunch on each day.

Please return form to:

Shannon Roy

State Library of Kansas

300 SW Tenth Avenue, Room 343N

Topeka, Kansas 66612-1593

K

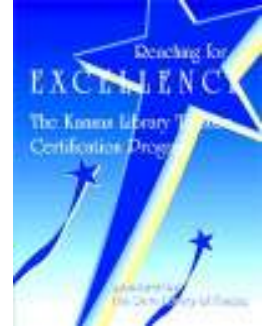
or send all requested information to: shanroy@kslib.info

If you have questions or concerns, please call Shannon Roy at 785-296-2148

**A Special Invitation to Kansas Public Library Trustees from
The State Library of Kansas!**

**Please join us for the second Statewide
Training for Trustee Certification**

**Saturday, October 4 and Saturday, October 11
9:00 AM – 1:00 PM 9:00 AM – 1:00 PM**



Programs will feature Dr. Mary Bushing, noted Library Consultant and Educator; John Flower, President, KLTA Board; and Laura DeBaun, Financial Manager for the Northeast System.

**Attending both workshops will qualify a trustee to hold a three-year certificate in the
*Kansas Library Trustee Certification Program.***

The Trustee Certification Program may be viewed online at:

<http://www.skyways.org/KSL/development/trusteecertification.pdf>

The October 4 program will be held at the Coffey County Library in Burlington, with four more workshop sites participating through their high-definition video-conferencing meeting rooms. Trustees may also participate at Dodge City, Johnson County, Norton and Salina.

The October 11 program will be held at the Salina Public Library with four more workshop sites participating through their high-definition video-conferencing meeting rooms. Trustees may also participate at Coffey County, Dodge City, Johnson County and Norton.

Pre-registration is necessary to arrange program materials and break food at all sites. Please return the registration form by mail or email no later than Friday, September 26, 2008. Payment of the \$10.00 fee for each trustee workshop should be sent to Shannon Roy at the State Library of Kansas. The fee for attending both workshops is \$20.00.

**Shannon Roy
Continuing Education Coordinator
State Library of Kansas
300 SW Tenth Avenue – Room 343N
Topeka, Kansas 66612-1593**

Confirmation of registration and directions to the locations will be sent to the library. A copy will be sent to the trustee's email address, if provided. If you have questions or concerns, please call 785-296-2148 or send email to shanroy@kslib.info.



Registration for Trustee Certification Training

Saturday, October 4, 2008

Saturday, October 11, 2008

Name: _____

Library: _____

Library Address: _____

City and Zip: _____

Trustee's email address (OPTIONAL): _____

I will plan to attend the October 4 Trustee Certification Training at the following location:

Coffey County Library _____

Dodge City Public Library (by high-definition video) _____

Johnson County Library (by high-definition video)----- _____

Norton Public Library (by high-definition video) _____

Salina Public Library (by high-definition video) _____

Attending the October 4 workshop will gain trustee certification credits in Core Skill One: Working with the Library Administration and Core Skill Two: Developing an Effective Board.

I will plan to attend the October 11 Trustee Certification Training at the following location:

Salina Public Library _____

Coffey County Library in Burlington (by high-definition video) _____

Dodge City Public Library (by high-definition video) _____

Johnson County Library (by high-definition video) _____

Norton Public Library (by high-definition video) _____

Attending the October 11 workshop will gain trustee certification credits in Core Skill Three: Developing Effective Support, Core Skill Four: Library Policies and Core Skill Five: Strategic Planning.

NOTE: Attendance at both workshops will qualify a trustee for certification. Training will be offered again in the spring of 2009.

Checks should be written to the State Library of Kansas. Please send registration form for each participating trustee and payment of \$10.00 for each workshop by Friday, September 26 to:

Shannon Roy

Continuing Education Coordinator

State Library of Kansas

300 SW Tenth Avenue – Room 343N

Topeka, Kansas 66612-1593

Confirmation of registration and directions to the locations will be sent to the library. A copy will be sent to the trustee's email address, if provided. If you have questions or concerns, please call 785-296-2148 or send email to shanroy@kslib.info.

Toolbars: Timesavers or Trouble?

Part 1 of a series by Richard Miller

Have you noticed a newly installed tool bar on your Internet Explorer? Are there toolbars on your Internet Explorer that have just “been there” but you never use them? Do toolbars occupy more of your screen space than you’d like? If you find your particular choice of toolbars useful, then by all means continue using them. However, if your Internet Explorer has some un-needed, un-used or questionable toolbars, I’ll show you how to remove those pesky toolbars from you Internet Explorer.

As an example, Let’s say you use Internet Explorer 7 and Google toolbar is installed. Let’s not worry about how it got there now, but it is installed. Your Internet Explorer might look something like this:



Since you use IE’s built-in search box and none of the other Google toolbar features appeal, you’d like to “get rid” of the toolbar. It is easy enough to “tell” IE not to show the tool bar but to uninstall requires several additional steps. For now, we’ll change settings in Internet Explorer to hide the toolbar.

To hide the toolbar:

Go to the “View” menu, move the mouse pointer to “Toolbars.” An additional menu will cascade into view showing ‘Menu Bar’, ‘Links’, ‘Google’ and ‘Lock Toolbars’. Move the mouse pointer to the ‘Google’ and click. The Toolbar should be gone!

Required Reading for Autumn

By Marcia Allen

We are but a short time away from a librarian's dream: the arrival of the newest titles for the fall season. While each season of the year has its own particular treasures, autumn always presents the nicest, longest list from which to choose. And this year's list is no exception; hot new titles from old favorites and debut efforts from unfamiliar writers round out an exciting roster. Let's take a closer look at the latest from some of our beloved favorites:

The very latest in the Clive Cussler and Dirk Cussler series will arrive in November with the publication of *Arctic Drift*. Adventurer Dirk Pitt of NUMA notes some disturbing environmental events just about the time a possible solution for global warming appears. Somehow all is linked to a doomed expedition to the Northwest Passage. Join the Cusslers for the 20th in a series prized for its imaginative thrills.

Famed British Detective Adam Adam Dalgliesh is off on a new investigation when a patient staying at a private facility for plastic surgery is murdered. Events only worsen when there is a second victim. P.D. James brings us yet another complex tale of murder and deceit that

might very well be related to a long ago crime. *The Private Patient* is the latest in a wonderful mystery series with an international following.

Remember *Patty Jane's House of Curl*? Humorous Lorna Landvik offers us a holiday book in her latest, *'Tis the Season*. Spunky Caroline has had a few problems in the past, mostly because of her overindulgence in alcohol, but she wants to overhaul her life. Re-connecting with her former nanny and a cowboy she knew years ago is her means of redemption. A reunion at Christmas may be both challenging and fulfilling for the three old friends.

How about a new Danielle Steel romance? In fact, how about a historical romance? Annabelle Worthington loses her family aboard the *Titanic*. She responds to the shock by making a bad marriage. But she may yet find happiness, as she aids the wounded in a field hospital during World War I. *A Good Woman* promises to be one of the fall's best.

I Know This Much is True and *She's Come Undone*. What do those two books have in common? Both were penned by the astute Wally Lamb. Now

comes *The Hour I First Believed*. It's been awhile since we've seen other award-winning fiction from this author, but reviews hint at examinations of faith, as well as confrontations with war.

Ugh! Ryan Perry is the fortunate recipient of a heart transplant, but his troubles have just begun. Now he's being stalked by a woman who claims that the heart he received is actually hers! Only prolific novelist Dean Koontz could plot this one. Try *Your Heart Belongs to Me* if you dare.

Toni Morrison, recipient of the both the Pulitzer Prize and the Nobel Prize in Literature, returns to the historical fiction for which she is so well known. *A Mercy* takes us back in American history to the days of slavery. When a trader accepts a slave girl for the payment of a debt, young Florens is headed for a new life. What will it hold?

These are but a few of the exciting new books scheduled for fall. Take a little time from your busy schedules to investigate the books of the days ahead.





Kansas Health Online

Learn about the a new consumer Health information website for Kansans

KansasHealthOnline.org is a new consumer health website librarians can turn to for reliable health information for consumers.

Kansas Health Online is collaboration between the state Library of Kansas, Dykes Medical Library at KU Medical Center and the Kansas Health Policy Authority and interested public libraries.

Kansas Health Online recognizes the significant contribution Public Libraries can make to public health.

Public libraries and the Internet are often the first place consumers turn for medical information.

Consumers who use the library as a health resource bring new information to their health-care providers, make lifestyle changes, ask additional questions, and reduce their anxiety levels.

Consumers report that health information found through libraries is valuable and affects their health care decisions.

In focus groups conducted by the Reference Point

Foundation, all groups reported using libraries for general health information needs, and 60 percent of the participants said that libraries were among their preferred sources of health.

Kansas Health Online Day

What you will learn:

- What is Kansas Health Online?
- What is Kansas Go Local?
- What is consumer health transparency?
- What are the top health care issues in Kansas?
- Where to find and how to use health information tools available through the National Library of Medicine

We want to hear your stories

- Join in a round table discussion about the kinds of health information questions you are hearing from your patrons
- What health information resources would be helpful for you?

The complete Report is available: <http://www.healthlit.org/>

Health Facts: Kansans Health is Getting Worse

In 2007 the report from United Health Foundation, American Public Health As-

sociation and Partnership for Prevention was dismal for Kansas.

Changes in health in the United States From 2006-2007:

- 30 states in the United states reported overall gains in health
- 20 states reported overall declines in health.

Kansas was at the bottom of the list.

Kansas Changes in Health from 2006 to 2007

- Smoking increased from 17.8 percent to 20.0 percent
- Obesity increased from 23.9 percent to 25.9 percent
- Rate of uninsured population increased from 10.3 percent to 12.3 percent

Kansas Health Online empowers Kansans to make more informed decisions by providing information on health and health care in an easy to use and easy to understand format. Consumers will find tools, links, and information to compare hospitals, find doctors, compare health plans, analyze symptoms, get latest information on medical conditions, make healthy lifestyle choices and learn more about health policy.

Information on Kansas Health Online is reviewed by Medical Librarians to ensure reliability and relevance to Kansas consumers. More information will be added in the coming weeks and months, including information on health care costs and on local health resources such as hospitals, clinics, associations, and support groups.

Kansas Health Online will be touring Kansas during the next several months meeting with librarians as well as conducting consumer health focus groups in various communities throughout the state.

Kansas Health Online Day in Manhattan September 24 10:30 -12:30



North Central Kansas Libraries System

629 Poyntz Avenue
Manhattan, KS 66502

Phone: 785-776-4741
Toll Free: 800-432-2796
Fax: 758-776-1545
Email: cbarta@manhattan.lib.ks.us

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State Library Road Show Coming Soon

By Janie Rutherford, Communications Director

The State Library of Kansas Road Show proudly announces seven statewide performances beginning in late August and continuing through September.

So, what is the State Library Road Show? In a single word, FUN!

We've lined up the entertaining Christiana Rosanna Dana from Saturday Night Live, the adventurous Indiana Jones and the Z targets, and our endearing "Friends" to provide your library staff with the latest and greatest information on what's going on at the State Library.

Our mission is to demonstrate cutting-edge services and programs that make running a Kansas library as efficient and effective as possible. Attendees at the Road Show presentations will learn new information about library standards, Home-workKansas, Kansas Health Online, interlibrary loan, Webjunction, and the new databases, plus much, much more.

Each workshop will run from 10:00 a.m. to 3:00 p.m., with a forty five minute lunch/networking break. A \$10 registration fee will buy a great learning opportunity, lunch, and five contact hours in the Library Certification Program for Public Library Administrators as well. Register on line: <http://www.kslib.info/roadshow/registration.html> All participants must register for the location of their choice, 7-days in advance.

Sept. 18 Bramlage Public Library, Junction City