

**NCKLS Directors' Meeting  
November 13, 2009  
Hale Library, KSU Campus**

The meeting was called to order at 10:10 AM, at Hale Library, KSU Campus, Hemisphere Room.

Present:

Kim Clark – Wamego	Carol Barta - NCKL
Carol Frasure – Chapman	Richard Miller –NCKL
Susan Huddleston – Wamego	LaDonna Clark - NCKL
Sue Blechl – Emporia	
Lee Dobratz – Council Grove	
Jamie Kelley – Marysville	
John Trip – Ft Riley	

Hale Library Tour from 10:00 – 11:00 led by Tara Coleman, Librarian, KSU Libraries.

Meebo

Using instant chat could be a way to communicate with people. You can ask an immediate question as the questions comes up, and get a response right then. The question was asked, “How many people IM?” Explained what IM is and basics of how it works. NCKL will offer some Meebo classes after the first of the year. We saw a demonstration of “Ask a Librarian” that KSU has on their website during the Hale Library Tour. We could try it as “Ask a Librarian,” and add chat as a widget on the sidebar of the KLOW site.

There was discussion on starting a Verso Users Group. Carol and Richard offered to make an NCKL list for email verso users.

Kansas Income Tax form

If Kansas Librarians or the State Library would ask the Department of Revenue to make an end user tutorial on “how to file your taxes” for someone who has never done it before? Then libraries can put a link on their library websites with the information to help our patrons fill out KS tax forms. Carol says Laura DeBaum from NEKLS, is talking to tax department about doing some kind of tutorial. Department of Revenue will not accept paper forms this year, they are requiring everyone to file online. Carol will find out if the state library is doing anything.

During Tax crunch time in Council Grove, Butler Co Community College will open up their computer lab during tax season for the public to use. In the Council Grove library, there will be computers set aside to be used just for taxes, patrons will have to make reservations and not rely on walking in and being able to fill out tax forms.

Story Circles

What are story circles? A group of people get together, picks a topic, and talks, like oral stories. For example, a topic might be “weddings.” You tell memories of a wedding or talk of weddings. It can be inter-generational, like a structured social hour. Wamego would like topic suggestions. It was suggested to

invite older generation, or have a core group of two or three people there so you have a group, then decide if you would allow crafts like knitting while talking.

#### Is there a daily time breakdown?

How much time of the day/week is spent on what task?

In Council Grove, staff fills out a task sheet. This has identified places where things may be taking too long to do, or to see what you may not realize is happening. For example, they have found that it may take a good part of the morning to check email. Other things you can look for is how much time each person needs to be on the reference desk, if you have multiple staff. It was suggested to give a minimum time every day to collection development, maybe 30 minutes a day to certain things. For example, 30 minutes each day to look for new books to buy. Another suggestion was to write down every 15 minutes each day what you are doing, then compare what you are doing, to your job description to see what you are doing and what your job asks you to do.

#### Kan-Ed-Senator Moxley would like feedback.

Council Grove was asked by Senator Moxley how Kan-Ed works for libraries and what directors say about Kan-Ed. Carol said Kan-Ed no longer pays for Kan-Guard (2009 & 2010) filtering because they have their own filtering which doesn't work in public libraries. The systems have picked up the cost for a different form of filtering beginning in July. Kan-Ed pays more than 50% of the on-line databases, and Kan-Ed picked up the cost of Homework KS (which will have a new name).

State Library Move Update: Ad Astra Acres will be the new library location which is the lawn of the Capitol. 12<sup>th</sup> & Kansas is a storage site. New librarian staff update: interviewed for new State Librarian position and the new candidates' name has been forwarded to the Governor for final approval.

#### Tax Exemption forms need to be renewed on-line

NCKL needs a record of tax exemption from every library on file. Please send it if you have not yet done so.

#### Legislative update/Push Cards

The system printed out cards and they were passed out to everyone. Carol will send the .pdf file out so that every library can print more cards if they want to. The cards are colorful and glossy on purpose to be very eye catching. Remember to ask legislature to maintain levels of state funding, and maintain the universal fund for Kan-Ed. Kan-Ed will have a separate push card.

Emporia Public Library is having a reception for legislative update. Senator Jim Barnett will attend and two representatives. Trustees, friends, directors, and everyone at NCKL will be invited. NCKL is subsidizing \$50 for this event, and for anyone else who plans an event for a legislative day at their library.

#### News from the State Library-Databases

At the Kan-Ed conference on Monday a lot of effort was spent talking about the current databases and the structure of who pays for them and how they are paid for. The cost is a million and half dollars a year for these services. Four entities pay for the databases.

- **Kan-Ed** pays 56%
- **State Library** pays 30%
- **RLDC** pays 12-13%
- **Johnson County and Topeka Shawnee** pay together just under \$100,000.00

RLDC goes away in July, so a new structure to pay for the databases needs to be in place for a shift in funding. Discussion has just begun, and possibly funding in tiers will be discussed, using a consortium purchase, but there were no conclusions. You may be called to serve on a committee.

Currently, anyone who logs on to a computer with the ISP residing in the state of KS automatically logs in. No library card is needed, no password, etc, it recognizes an IP Address by geographical location, and we do not want to go back to universal access or if you pay you can access.

Better World Books Literacy Partner [www.betterworldbook.com](http://www.betterworldbook.com) . BWBLP will put these books online to sell and anyone can purchase from them.

Here's how it works:

1. You pre-scan the ISBN and if they want the book it says "send it" or if they don't want it says "keep it."
2. NCKL will send out email lists of titles to see if system libraries are interested in an item beforehand. System libraries can check their catalog to see if they want any item.
3. You need to have 6 boxes of books to ship at one time as a prerequisite to participate (they pay shipping).
4. They take science fiction, history/war books, text books, paperbacks, etc.
5. Information is clearly given on how to pack, ship, and print shipping labels.
6. A 15% check comes when more than \$50 has accumulated in the account.
7. A percent of sales from these books goes to program administration, and another percent goes to a literacy partner, with nothing going to the land fill.
8. **National Center for Family Literacy** has been selected as our literacy partner.

Annie's Book Store in Lawrence takes books you can't sell. You don't make any money, but the books do not go into the landfill. They will pick up books from your location, two times a year.

MyLibraryDV (digital video) [www.Emporialibrary.org](http://www.Emporialibrary.org)

As of October 2009, Emporia offers free movies as a service to any EPL library card holder.

The movies are: 1200 videos to choose from. "How-To", travel, food and cooking, literature, education, children's cartoons, medical, fitness, documentary, community, not block buster movies. The plan includes Hollywood classic movies and Sony entertainment-movies from 80's and 90's.

- You need EPL card to checkout
- Patrons can download 10 at one time, each family member can get 10
- Free, no overdue, no damage, no returns, no shelf space!
- Positive, and fun to promote from library
- Patrons can bring a laptop to library and download if they have no internet access at home. They can hook the laptop to a TV and watch on TV. (Shows how to connect to a TV)
- Does not work on Macs
- Unlimited access to the same video. Teachers can assign students to checkout movie and everyone can do it.

Tax exemption form need to be renewed on-line

You should have received a letter Nov 9, 2009. Carol needs copy of your tax exemption record.

### Continuing Education Committee update

No meeting date has been set yet for the Continuing Education Committee. There are currently two people on the committee, and we are looking for someone from a smaller library to be on it as well.

Continuing Education tracking software called Joomla will be available January 2010.

<http://know.nckl.info/> With Joomla, you will be able to register for continuing education classes, print your own certificate, and see what all you have done with regards to classes taken.

January 11, 2010 – 23 Things

February 24, 2010 – Summer Reading Workshop

April 27, 2010 - System Consultants Elmer program theme “Every Day Ethics”

Wimba class for Policies for Meeting Room Usage

May 13, 2010 – Book Fair

August 5, 2010 – Annual Meeting

### Next Meeting

Next Director’s Meeting will be in March 2010. Location was not determined yet. Suggested locations were: Emporia, Marysville, Chapman, Hillsboro, Washington, Abilene, and Hartford.

There was discussion about calling these meetings something other than Director Meetings, so people aren’t intimidated.

### Possible dates:

March 12, 2010

June 11, 2010

September 10, 2010

December 10, 2010