

June 5, 2014

Director's Meeting, Abilene Public Library

Denise Coon, Melendra Sanders, Connie Avery, Carol Barta, Nikki Plankinton, Crystal Applegarth, Shannon Reid, Kathleen Caster, LaDonna Clark, Tera Kindle, Richard Miller, Kara Cromwell, Duane Mayer, Linda Knupp, Teri Belin, Marcy Allen, Wendy Moulton, Leah Kulikowski, Elizabeth Tschetter, Judith Cremer.

Read Kansas Read. The Governor has their summer reading program and it is online at the Kansas State Library. Fill in and send into the governor...the top reader is the winner. The reward in the past is ice cream with the Governor, so it is probably the same for this year. The library with the winner is entered into a drawing and will randomly be entered for a \$500 certificate.

Sunflower e-library Collection Development. Wamego joined Sunflower in the last few months and wondered on tips of purchasing? Suggest going for best sellers and look at how many holds there are on a title and buy a second copy. Also filling out series for example you can load up on Lee Childs, which seem to be popular. Do not be concerned with content as other libraries are contributing also. We are seeing a variety of everything. If you have a small investment, buy romance paperbacks, or children's books are becoming more and more wanted. Users are very pleased because there is so much, so whatever you can do is appreciated. Use ESG or Tech grant monies to join Sunflower. 2/3 goes to content, 1/3 goes to platform maintenance routine fee-\$600. The Sunflower service is very good for a small library as it allows patrons access to over 18000 titles. 100 libraries contribute and resources are pooled. You get your own statistics. NCKLS contributes money also. Just need library card and password.

Keeping Wireless Statistics. Richard and Duane will start keeping statistics next year. We are trying to make it easy to get data. They want info, but not sure what yet. We are looking at a couple different solutions. A tablet or cell phone connects to wireless and person may not even know. Need those stats included to show what shows as connections. It is suggested to maybe get a good month and average it for the year for the statistics. By the fall we should have more information.

Job Description Resources. Earlier this year it was discussed you might want assistance developing a Job description template. This template would be to use in comparison to what you may have, or for your use if you don't have a template of a job description. This should be available by August. An example of an evaluation would be offered next. It would clarify the difference between what volunteers do and what staff does. Decide on the top three things that are essential in your job. Some items in your job descriptions are job tasks, some are job essential. Work with your staff to make sure they see your role the same as they do.

Verso ILL Changes. Verso rollout for the new system is coming anytime. Norcat is going to be a beta test site, so NCKL will hammer out the bugs. Not sure what the state has chosen for ILL. State Librarian held meeting with System Consultants recently, and hopefully will know something in the next few weeks.

Concealed Open Carry. July 1st some rules will change. From last year we were all told we had to allow concealed carry of firearms in our building unless you had a security system. As of July 1 need to allow open carry which means people can come in with either guns in a holster you can see or with a long gun. The regulation also applies to knives. Employees who have concealed carry permits; you can't ask them if they have a permit, and if you have a written record that must be destroyed by June 31. If they carry, they must carry it on their person, not lock in a desk or leave in purse. They could have it in the building and on their person so it is under their control at all times. A restaurant can post not to allow concealed carry. Public buildings have to allow unless they have security or metal detectors. Employees don't open carry. The building cannot be liability if something were to happen. Regulations are not all written yet. Law about concealed carry leaves some room for behavior issues. Annual Meeting August 7th will be held at the Hilton Garden Inn.

Board Member report form is now available on the webpage. Please respond by middle of the month.

Next Director's Meeting will be at Marion.

On September 12 will be a workshop in Manhattan. Mid America Library Association offers educational opportunities and this one is **Hiring and Training Staff**. There will be 12 NCKL library spots, with a limit of 25 people total. It will be held in the Groesbeck room.

Fall Youth Workshop will be held at the Dorothy Bramlage Library, 10-1, August 21, 2014.

On Oct 1, Necessary Knowledge Live will be held at Rock Springs. Dan Ireton is our Keynote Speaker and will be talking on Gaming in Libraries.

KLA 29, 30, 31 in Wichita.

Kansas Reads to Preschool. The pick is a Jan Thomas book. NCKL gives everyone a copy. Anna Foote previously talked about ideas and programming things to go with Kansas Reads to preschools.

Library Reports:

Rodger in Peabody. We are keeping to our theme of "nothing ever happening in Peabody." NOT! Earlier this year we received a \$6,000.00 UFM-CRA grant for offering computer classes here in Peabody. We scheduled our first class "Computer Basics for the VERY Beginner" for May 19, 21, 22, 23. Our class size limit was 5 and we maxed it out. Our next class will be MS Word Basics June 2, 9, 16 & 23. It's maxed out at 5 already too!. June 4, 11, 18, 25 we will have MS Excel Basics, as of this writing I have only one opening left and two phone calls to return! (Yeah, it's full too!) We were going to offer MS Power Point and MS Publisher, but I only had 2 people sign-up for these classes. (kind of suspected these weren't going to fly) Our last computer class is July 7, 9, 10 & 11. It will cover Social Media Basics. The big focus will be on internet safety. Each of these classes will only cost participants \$20.

Along with computer classes, we will be offering two classes on E-Reader Training for Beginners. These will be offered twice for participants to choose between July 15 or Sept. 13.

Our summer reading started 5/29 and will go every Thursday morning through June 26. We had 33 children show up last Thursday. I am VERY fortunate to have 4 people leading the children. I have one of the Marion County Parents as Teachers group leading our Birth to Pre-K class. I have our local Elementary Pre-school teacher teaching Pre-K and K. I have the Reading Specialist at Whitewater Elementary School teaching 1st & 2nd Grade and a Special Education Teacher from Remington Middle-school teaching 3rd grade through 5th grade. I have also been blessed with many Teens who come in just to help with our program. All I have to do is check books in, out, and set up new cards!

We have been trying to find a way to show our appreciation to our teachers that would not be insulting. What we could afford to pay them in cash would be insulting at the least. This year, I ordered two copies of the books they requested. We are placing one copy of the book in our library and the second copy we are putting a book plate in and donating it to their classrooms! They all got VERY excited about this gift. Huh! Who would have thought it? What we do best, books, turns out to be the best thing we could offer them. Who would 'a thought?

Our 2014 project is to redo a closet area into a room for kids to be in and read or do their homework. That project is still in progress.

2014 is our special anniversary, Peabody Township Library is 140 years old this year and our building is 100 years old. The board is putting together a float for our 4th of July parade to go along with our book sale in the yard. We have already raised the funds for our 100 children's books for 100 years campaign. This fall, we will have another open house or dinner or something.

Finally, the last and probably the best piece of news, Peabody Township Library Board reviewed and adopted a three-year plan to increase the library hours and staffing at their May meeting. Over the next three years, there will be an increase in salaries, staff hours, staff requirements and eventually Library hours. We currently have one part time employee, me for 26 hours per week, and the library is open for 21 of those hours. We only have Tuesday through Saturday Hours. In 2017, we are to have budgeted the library hours of operation increased to 36, with one full time and two part time (10 hours each) employees. We will also have hours of operation Monday through Saturday.

We have come a long way here in Peabody in what appears to be a VERY short period of time. I have an incredible board that is willing to see into a future and drag us into that reality. The thing that scares me the most is that the best is yet to come!

Allen. Rodger came to present to the board on digitalizing. Summer reading started yesterday, 42 kids. Rhonda and Nikki have painted the walls. Storage room is turned into preschools story time during school year. We are starting a Lego club next week. Board approved the gaming grant.

Clay Center. The roof leaks, there are cracked sewage pipes but we are holding off repairs until after summer reading. The drainage behind the building is under reconstruction to redo the curb, etc. Summer reading is great, 320 showed up at kickoff. Every Wednesday night is movie night where last week 56 kids came; (max before that was 35). Library budgeted to be open 52 hours.

Council Grove hired a new children's librarian who was a para in the school, did afterschool programs, daycare in the past, and was a patron. Amy is organizing crafts and the story time room. She did an Under the Sea theme and had kids come in with streamers, she had painted the wall blue, etc. We visited all K-5 classes telling them about summer reading. Registration is at 71. Met with the City to make sure to know what the city pays for on the parking lot and building lot. We are trying to paint stripes in the parking lot. Circulation is steady. Patrons are waiting to get into the door to sign up for summer reading. After summer reading we will find carpet and paint for an inside remodeling project.

Riley. Summer reading started. Story time and craft starts the 17th. We received money from our Friends to take a trip to the Discovery Center, and make rockets to fly like 4H. 36 kids signed up for summer reading. There seems to be a problem of how to keep people down stairs, and how to keep people upstairs? We added movie Monday where kids run the new projector and screen for movies. Everything is new and going with the flow, more people sign up for patron cards every day. Upcoming Events: Army corps talks to adults about water safety on 22nd; art show with Morey Bergman, Manhattan art teacher does stained glass in September.

Pot Wab. Welcome Elizabeth our new director. She started April 21, and has been doing summer reading. Eight libraries are doing school visits. Staff keeps busy helping people use Facebook, doing movie night and game nights at St Mary's. We applied for a game grant and got it, so we will get a new Wii and new TV. Liz retired at the end of July opening a Collection Development position. There were 82 kids and 19 adults at the kickoff at St Mary's. There were 130 registrations at St Mary's, with 38 at Alta Vista.

Waterville. We are purchasing content on Overdrive, working on digitalizing microfilm, and rearranging book cases after weeding. Summer reading is at the same level as last year 12. I also did a school visit.

Abilene. Summer reading started with over 300 kids. This year we started adult summer reading, and had a speaker from Kansas Arts Council. We will host an artist from Chapman later this summer. Will do Brown bags this summer as they are very well attended. Friends bought 4 new laptops in children's and they are touch screen, we have mind craft for teens and tweens.

Dickinson County Community Foundation assisted with two new patron computers. We have United Way next year to help with summer reading expenses, since Alco donated previously but now is gone. We started using the iPad cash register, and are getting the staff used to using it and generating reports. Today is Downtown Association Fairies and Tales. There will be a bouncy house, face painting, and cotton candy. Kelly Irvin, author, will visit and speak in July for free, she writes an Amish Christian book series. Need to fix the floor.

Linda. We are holding the building together and working on the expansion program. It is a quieter summer reading this year as we have moved collections out of children's construction block areas for demolition. We are still on schedule to be done with the expansion by the middle of December. We have completed the NCKL proposed budget and will vote on it in August and have completed the MPL budget. We are upgrading the network in the next couple of months, and completing a grant project where we have three public Wi-Fi locations.

Teri. Nothing to add.

Marcy. I can help weed if you need assistance.

Wamego. Summer reading had over 550 people, 150 more than last year, and we ran out of stuff at kickoff. 50 and 70 came to Story time and Science Day. Two years ago we repainted children's, now we are repainting the main floor. Wamego hosted Kansas Samplers and the Friends had a children's tent. It went over so well we will do again next year. We are getting a free library in town. The Wood shop class made it for us and donated it, and an artist is painting it. It will be in the park this summer. We are having sewer problems. Jeremy is moving to his hometown in Pennsylvania, and will be leaving at the end of the month.

Denise. There was a water leak in the rotating books room with no damage to books or kits. I got my first written complaint.

Melendra. Maker Kits are: On the Move, Robots, Circuits, Solar Energy, Mini Weapons. We ordered a 3D printer, which should arrive next week. A glow in the dark spool and purple spool came with it, there are two more spools come.

Solomon. Hired new systems librarian, so now Connie will get Saturdays off for the first time in 33 years. We painted the library. Summer reading started yesterday with 10 kids for preschool and 20 for grade school. We went outside and shot film canisters using water and alka seltzer tablets. The kids loved it. Emily Holt she is doing summer reading. Milford lake is coming, also Rolling Hills Zoo will be here in July.