

August 1, 2015

NeCessary KnowLedge

**Annual Meeting
is approaching
FAST!**



North Central Kansas
Libraries System

Register at
[http://
know.nckl.info/](http://know.nckl.info/).

Calendar

Full System Meeting	8/6
Directors' Meeting	8/13
Fall Youth Workshop	9/1
Becoming a SUPERvisor Training	9/11
KLA/MLA Conference	9/30– 10/2
Directors' Meeting	10/8
NeCessary KnowLedge Live	11/5

August Meetings & Plans for 2016

The 2015 NCKLS Annual Meeting will be held Thursday, August 6. This year, we are back in the auditorium of the Manhattan Public Library. I hope you will find time to visit the new children's library that was completed in December of 2014.

The program following the annual meeting is "Disaster Planning," presented by members of the Kansas Cultural Heritage Emergency Resources Network. If you are a board member or librarian who has lain awake at night wondering how your library would respond to an emergency or disaster, you won't want to miss this program. Part of dealing with the unthinkable is being prepared with a communication plan & knowing the initial steps to take while assessing a given situation. Flood, fire, tornado, or another event can at best impede service & at worst damage property or threaten the safety of staff & library patrons.

Once a year, the full system board meets to discuss the past

year's activities & to review & to approve the goals & budget for the coming year. A packet with this information has been distributed to the representative of each NCKLS member for review. The 2016 Goals & Objectives focus NCKLS resources & commitments to provide:

- Information & resources to help libraries in the NCKLS region manage local library operations
- The tools & assistance to create young readers
- Educational support for librarians & trustees to help meet individual needs & interests
- Support & assistance with technology to provide access to online resources & services
- Services to extend resource sharing & efficiencies for collections & resources
- Grant opportunities for public libraries in taxing counties to support basic services & encourage innovation

A complete copy of the 2016

Goals & Objectives is posted on the NCKLS website. It includes some of the activities we will be working on to meet these commitments & to provide service to NCKLS libraries. We will be looking for more feedback from member libraries to make sure we plan & allocate resources to meet your needs in serving your community. Individual NCKLS libraries represent a vital commitment to civic life & education in each town. On the heels of the annual meeting, don't forget there will be a directors' meeting on Thursday, August 13th, in Marysville. It will be an opportunity to see the most recent renovations in the library. It also offers the opportunity for a closer look at Title Source 360. We enjoyed seeing Council Grove's wonderful library in June & particularly liked the card catalog end tables.

~ Linda Knupp



Don't Miss the Fall Youth Workshop!

When: Sept. 1st
10:00–2:00

Where: Manhattan
Public Library

Anyone from your library, staff or volunteer, who serves teens is welcome!

Register at
<http://know.nckl.info/>



News from the Rotating Book Van

Wow! Where has the summer gone? For those of you who are new to NCKLS, & just a reminder for those who are not, you can change what you receive with your

rotating book delivery at any time. The only restriction is that you cannot exceed 350 total books. Please either email or call me with any changes you would like to

make. If you need a copy of the guidelines I'm currently using to pack for your library, I'd be happy to email that information to you.

~ Denise Coon

Getting to Know You: Robin Clark at Emporia Public Library

When did you become director of the library? I started on March 16, 2015.

What do you like/love about your library? Great location, wonderful staff & board, good usage by the community, lots of potential for growth & opportunities for change.

What would you change if you could? Increase the budget.

Increase space (for programming, collection, & computers) in the children & young adult area, replace the ceiling in the entire building, replace the carpet upstairs, & purchase new task chairs for the public access computers. Redesign staff area for better workflow. Hire additional staff in children's & begin children's outreach programs to daycares & elementary schools. Work collaboratively with the SLIM ESU program to provide internships & practicums for students who are interested in working in

public libraries.

What projects are you working on? Along with the things listed above, I'm getting to know the community, developing a positive relationship with the city maintenance staff, restructuring staff & how their hours are allocated, weeding the entire collection, beginning standing orders with Baker & Taylor, beginning shelf-ready books with Baker & Taylor, adding additional digital resources, evaluating space usage in the building, & preparing a program to present at KLA/MLA.

What programs do you offer? We offer three different children's storytimes, Lego Club, & a family craft week. Our new young adult librarian is forming iMAKE,

which will be a new twist on what used to be called a Teen Advisory Board along with digital offerings & a monthly Mystery Maker program. In our community, with both colleges offering many continuing education opportunities, the most popular programs for adults have been history based, such as the "Nelly Don line of clothing produced in Kansas City," "Harvey Girls Multicultural Workforce" (there was a Fred Harvey house here in Emporia) & "Cowboy Trails" (it's the Flint Hills!).
What is a book you've read recently that you'd recommend? I recently read *Girl on a Train* by Paula Hawkins. I really liked the intrigue & all of the overlapping relationships that brought the book to a climax.

~ Robin at Emporia



Migration to Title Source 360

The time is fast approaching when the NCKLS libraries will migrate to the enhanced Title Source 360! We have received word that the migration process will begin on July 24th, when NCKLS staff will receive a questionnaire about our system. This will be followed by a kick-off call, during which staff will visit with our migration project manager. On August 9th, Legacy Messaging begins, at which time each Title Source 3 user will receive a pop-up message that asks for a unique email address. This will generate dual access to both Title Source 3 & Title Source 360 beginning on August 30th, at which time each user will

create a unique Title Source 360 password. It is important to know that user ID's cannot be shared. If librarians at your library currently share, we will need to let our project manager know, so that more user ID's are added. Dual access will end on October 25th, at which time we will be fully migrated, & Title Source 3 will be disabled. Very important: Our Title Source 3 carts will migrate to Title Source 360, with the exception of any carts that were created over 6 months ago. If you have older carts, I would go ahead & order them to avoid deletion. Also very important: Remember that Lois Bacon, our Baker & Taylor



representative, will attend our August 13th directors' meeting in Marysville. She will supply additional training for Title Source 360, so we become more familiar with it.

The included link takes you to training webinars so that you can look at the new features of Title Source 360: <http://www.baker-taylor.com/titlesource360-webinars.html>.

I have watched this webinar once, will do so again, & am using it to generate questions to ask Lois on August 13th. I hope to see as many of you as possible in Marysville on the 13th!

~ Marcy Allen

We're adding STEM to our Story Time kits!

The NCKLS Story Time kits are being updated with STEM (Science, Technology, Engineering, & Math) activities. The resources include ideas, instructions, & handouts focused on each kit's theme. Use the STEM resources to extend storytime or set up a STEM program for preschoolers!

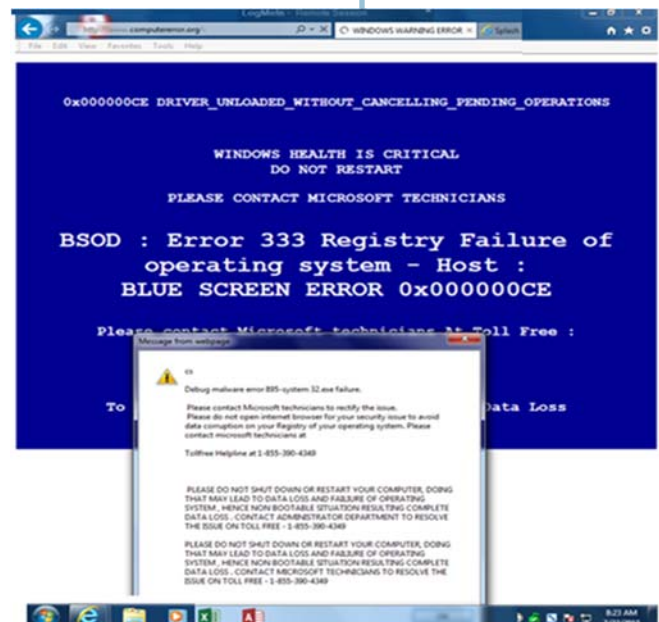
~ Melendra Sutliff Sanders

False Blue Screen of Death Error

The "BSOD: Error 333" or "Blue Screen of Death" is a new example of a malicious program promoting computer assistance service. Victims are prompted to call online technical support via an onscreen toll free phone number. The goal is to gain your confidence so you will make a purchase from them. Be assured, you will not be talking to Microsoft if you

call. Although Windows can display a real "Blue Screen" on occasion, Microsoft will never display a blue screen instructing you to call a number for help. This Adware/scam is likely to be installed with other software. It can be removed with the help of your friendly NCKLS technology consultants.

~ Richard Miller



Desktop Files from NCKLS

Each year after May board meetings, NCKLS asks library directors to update their library's board member information. Historically, board member reports were collected on paper or on-line. This year NCKLS created a spreadsheet of the library's previous board member information & asked directors to type in only changes. Normally, 1 or 2 board position terms change in any given year. We hoped it would be easier to update previous data rather than to re-type all information. For most NCKLS libraries, we placed the library's board

report (pictured right) on the director's desktop using our remote connection software. If remote access was not available, we emailed the spreadsheet as an attachment. The library director could then open the file, make any corrections, save the file, & let us know s/he was finished. Then, we could remotely pick up a copy of the finished board report & use the new information to update each library's information in the NCKLS database. We believe this new method of submitting board member information is easier than re-typing all the

information every year. Hopefully, now that each library has a "Board Member Report" on the director's computer, keeping that information current will be simpler. As board members' information changes during the year, the file can be updated & saved. Then a quick message to NCKLS allows us to record the new information in the database.

~ Richard Miller

LIBRARY	LAST NAME/FIRST NAME	ADDRESS	CITY/STATE/ZIP	PHONE 1	PHONE 2	E-MAIL	FAX	SYSTEM	HONORARY	LOCAL	LOCAL TO	LOCAL TERM	EMPLOYED	TRACKING NAME
Berkshire Canal	P.O. Box 91	Doyle, N.Y.	14808	766-431-224		mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	
P.O. Box 94	Doyle, N.Y.	14808	766-431-273			mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	
P.O. Box 92	Doyle, N.Y.	14808	766-431-276			mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	
P.O. Box 93	Doyle, N.Y.	14808	766-431-263			mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	
P.O. Box 95	Doyle, N.Y.	14808	766-431-266			mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	
P.O. Box 96	Doyle, N.Y.	14808	766-431-273			mlmiller@doyle.com		NEW	NO	NO	NO	2013	Part-time	

Website Maintenance

Your website is an important tool in today's digital age. It represents your library, & it tells your story. It should be relevant & up-to-date. With this in mind, here are tips for keeping your website polished & professional.

General Maintenance:

- Keep WordPress program files up-to-date: plugins, themes, WordPress, etc.
- Back up content periodically & before performing an update
- Remove any items you are not using: plugins, themes, etc.

- Set aside a few hours each week to update
- **General Content:** Keep content current by removing old posts, such as past holiday closings, past events, etc.
- Add new content on a regular basis
- Use the feature that allows you to post to a date in the future as much as you can

- **Safety Checks for WordPress Users:** Make sure of the correct number of users, 3. If there are more than 3, either you have created them, or an

issue needs to be addressed. Email or call if you have questions.

- Moderate or delete comments
- As a result of some recent changes, some of you may have noticed unwanted keyboard characters on your website. If you see this on your pages, please manually edit all posts to delete these characters. Additionally, if you notice missing content, let me know. Please call or email if you have questions.

~ LaDonna Clark



North Central Kansas Libraries System

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Professional Collection: Teen Services

After attending our Fall Youth Workshop on Teens, check out one of these great professional resources:

- *Club Programs for Teens: 100 Activities for the Entire Year* by Amy J. Alessio & Heather Booth
- *A Year of Programs for Millennials: & More* by Amy J. Alessio, Katie Lamantia, & Emily Vinci
- *Transforming Young Adult Services* edited by Anthony Bernier
- *The Hipster Librarian's Guide to Teen Craft Projects* by Tina Coleman & Peggíe Llanes
- *Teen Craft Projects 2* by Tina Coleman & Peggíe Llanes
- *Successfully Serving the College Bound* by Africa S. Hands
- *Cool Teen Programs for Under \$100* by Jenine Lillian
- *Sex, Brains, & Video Games: A Librarian's Guide to Teens in the 21st Century* by Jennifer Burek Pierce
- *Teen Games Rule! A Librarian's Guide to Platforms & Programs* by Julie Scordato & Ellen Forsyth
- *Practical Programming: The Best of YA-YAAC* by Monique Delatte Starkey
- *Library Teen Advisory Groups* by Diane P. Tuccillo
- *Real-World Teen Services* by Jennifer Velásquez

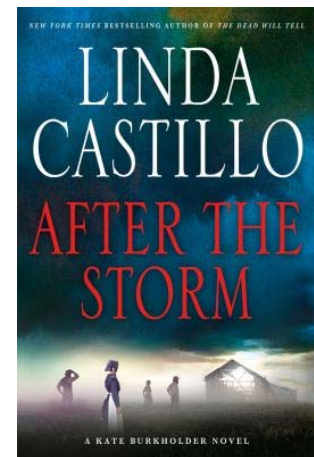
Summer Reading Treat

If you & your customers are not already familiar with author Linda Castillo, it's time to discover her. She has created a terrific mystery series about Chief of Police Kate Burkholder of Painters Mill, Ohio. Kate, a former member of the Amish sect, is a compassionate law enforcement officer, who will patiently pick away at the clues that lead to local crime-solving. Kate, the victim of a terrible crime back when she was a young girl, has a dedicated staff who do their best to help with the complex crimes they discover.

The first book in this series, *Sworn to Silence*, explained how Kate came to serve in Painters Mill, & it also gave us links to

recent murders that led back to her tragic past. We learn that Kate must work within the community of Amish citizens, despite their distrust of her since she left the faith. We also learn of the friction between the Amish & the "English" in the community.

Just released is the seventh volume of the series, *After the Storm*. There are two crimes that grab our attention from the opening: one is the discovery of a long-buried body in an old barn, & the other is the tragic death of a baby during a tornado. Kate's personal relationship with State Agent John Tomasetti is also crucial to the story. Why read this series? In addition to



being a well written mystery series, the descriptions of characters & local setting are keenly developed. Besides: each title seems to get better & better. Don't miss this new tale complete with feral pigs!

~ Marcy Allen