

December 1, 2015

Don't forget!
NCKLS will host
a cookie
exchange at the
December 10th
Directors'
Meeting.



Register at
know.nckl.info/ to
let us know you're
coming!

Calendar

Executive Board Meeting	12/3
Directors' Meeting	12/10
Executive Board Meeting	1/28
Executive Board Meeting	3/31
Summer Reading Workshop	4/10
Book Fair	5/12

NeCessary KnowLedge

Risks & Rewards

It was good to see so many NCKLS librarians at the Kansas Library Association Conference in October. It's always inspiring to hear what's going on in different libraries & see what products & services vendors offer. Often it's reassuring to learn your library is on track with trends & activities by using what you see as a benchmark. Sometimes it's overwhelming to hear about new & emerging services, the latest & greatest technology, & new fads. It can be difficult to assess how they fit into your library's service plan & community needs.

At a recent staff meeting at Manhattan Public Library, we discussed subscribing to Hoopla, a service that allows streaming of movies, audiobooks, eBooks, & music albums. Hoopla has been available to public libraries since mid-2013, so we are not among the early adopters. We've waited for the sweet spot to make an informed decision, while considering the pros & cons.

Because we are constantly required to exercise judgement & use information to help make informed decisions like

these, I recently watched a video on Lynda.com about decision-making. Here's how the video applied to Manhattan's recent choice:
Who are my target customers?
What are their needs & expectations?
Libraries have a broad audience, inclusive of everyone in their community. What we know about the population of Manhattan is, they are young, transient, educated, & connected to the online world. They expect access to information for a variety of needs in all formats. They value & use the library for entertainment & information.

Do I have the critical resources needed to deliver customer benefits?
Required library resources generally fall into the categories of staff time & knowledge, technology resources, physical space, & collections. Funding underlies all these. Hoopla will impact the budget for collections & materials but require little staff time & no space in the building. Current technology should support the service for

customers who need an Internet connection to download materials.
What are some of the key risk factors?
The immediate impact of this service is that funds spent on it will not be available for other things, but there's no long-term contract to consider. There is a risk that if the service becomes very popular, demand might exceed initial planning; then additional decisions & a reallocation of resources will need to be made.

What tools are available to help you make a decision?
Information from other libraries about their experience, online data, & a couple of years to assess the growth of the service helped make the decision. Manhattan Public Library will purchase Hoopla in 2016 because it has a good chance of success. As you are looking at making decisions about services & operations in your library, be assured that NCKLS staff can provide you with tools, information, & expertise to assist.

~ Linda Knupp

NeCessary KnowLedge Live 2015!

Sharona Ginsburg gave a great keynote at NeCessary KnowLedge Live, sharing lots of practical suggestions for incorporating maker spaces into small libraries. The Technology Day was filled with informational

sessions focused on everything from Zinio to WordPress. There were a number of excellent questions asked at the lightning round session, perhaps inspired by the Kindle Fires we gave away.

Thanks to all the NCKLS librarians who attended & all the NCKLS staff who made this a great event.

Save the date for the next NeCessary KnowLedge Live—**November 10, 2016.**

~ LaDonna Clark

Getting to Know You: Marcia Sell at Elmendaro Township Library

When did you become director of the library?

I became director December 2014. I've discovered that many of the positions I've held in the past have greatly helped in my duties as director.

What do you like/love about your library?

I have some of the best board members anyone could wish for. The people that make up our board are very pro-library & emphasize children's programs. They've been so kind & patient with me as I am learning.

What would you change if you could?

The inside of the library was painted last summer. The walls look fantastic. We totally rearranged everything. We have brand new air conditioning & heating. The only problem is that now the

carpet looks awful. New carpet is on our wish list.

What projects are you working on?

We're preparing to add more children's computers. We'd also like to remodel the children's area.

What programs do you offer?

For a small library I feel that we offer quite a busy & diverse range of programs. We have story hour once a week for pre-school age children and after school programs three days a week for school age children. We have a wonderful summer reading program for all ages. Our library is host to Parents as Teachers once a month through the school district. Quest Services provide assistance to adults with disabilities. We have Quest Hour where we read & do crafts, play music, & engage



in other activities. We have an adult reading program that allows adults to win prizes. We provide materials to two local senior centers. The county comes here & offers seniors assistance with their taxes. We have an annual tea party with a local celebrity or author as a guest. We have holiday events like Santa visits and Easter egg hunts. We try to do the most possible with what we have.

Name a book you've read recently that you'd recommend & describe something you liked about it.

I enjoy reading quite an assorted genre of books. Recently, I've been reading *The Accidental Librarian*. It was a gift (thank you, Carol). I've found it to be very helpful.

~ Marcia Sell



Rotating Book Van News

Winter will be upon us before we know it. With that in mind, please remember that if the weather is bad (such as ice & snow), I might not be at your library on the day you are scheduled for your

rotation. Because of that, your rotation might be pushed back when the weather turns bad. I always do my best to make the missed rotation up within the next 1-2 days, if at all possible. If I'm not able to

do your rotation on your scheduled day, you will get a phone call from me that morning letting you know. If you have any questions, please let me know.

~ Denise Coon



Technical Points: Connections, E-Rate, & Windows 10

Is your Library's Internet connection fast enough?

If you're contemplating making a change in your library's Internet connection & you receive E-rate funds, then plan for those changes now. Though the 2016 E-rate year starts July 1st of 2016, the first applications (form 470) are expected in early February. To best utilize your library's E-rate discounts, plan changes now expecting them to be implemented by July 1, 2016. Contact NCKLS tech staff for assistance & recommendations with Internet connection changes.

USAC E-rate Productivity Center (EPC) account:

All libraries that use E-rate funds will be required to set up their own EPC account. The account is the portal for all your library's E-rate applications & correspondence & is required for filing E-rate forms for year

2016 (July 2016 thru June 2017). You should have received an email from "EPC.Application.Administrator@usac.org" with instructions for setting up your account. If you missed the email, we can request the Schools & Libraries Division re-send your library's email invitation. For libraries that use e-RateSolutions to file E-rate forms, expect a request from **Toby Sykes** to add consultant information to your EPC account. Contact Richard at NCKLS for advice & assistance with EPC.

Windows 10 upgrades:

The Windows 10 operating system is fast becoming the OS of choice for Microsoft users & is being driven by Microsoft's offer for free upgrades for current users of windows 7 & 8. Microsoft's offer is good through July of 2016. NCKLS tech staff's experience with Windows 10

upgrades has been positive enough that we are recommending upgrading library computers to the Windows 10 OS. We are currently working our way through system libraries, installing the upgrade on both staff & patron computers. At this writing, about 85 computers in NCKLS libraries have been upgraded to Windows 10. Though the process seems to work well, it does require the better part of a day, waiting for files to download & to upgrade a computer. Additionally, we ask you to let us assist with Windows 10 installs on patron computers to be certain the newest version of Deepfreeze software is installed as well. Again, please contact Duane or Richard for help & advice.

~ Richard Miller





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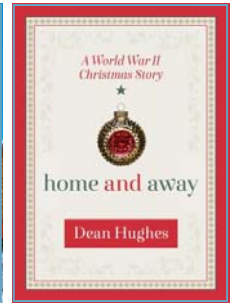
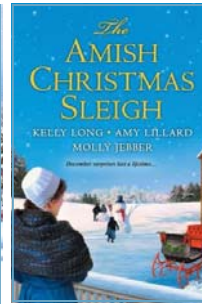
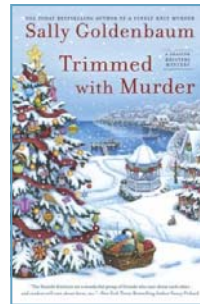
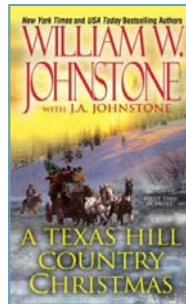
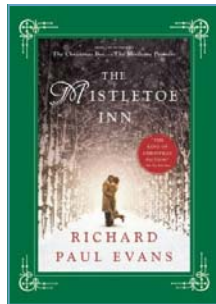
And, don't Forget to Congratulate Carol!

The Friends of Kansas Libraries (FoKL) selected our own Carol Barta to receive the **Duane Johnson Library Leadership Award**. The Kansas Library Association Educational Fund (KLAEF) will receive a \$100 check in honor of Carol & her outstanding leadership. Carol's service to Kansas libraries through the Kansas Library Association as Governmental Affairs Chairman is only one example of her contributions to the library community.



Holiday Treats

The holiday books have been arriving daily, & there's a nice variety of titles. Here are a few suggestions for appealing purchases your customers are bound to like:



The Mistletoe Inn by Richard Paul Evans is a tender love story by one of America's favorite authors. This tale features a chance encounter between two aspiring writers at a writing workshop in Vermont. Kimber Rossi has a depressing history of failed commitments, so her meeting with the mysterious Zeke may or may not turn out well. Perhaps some interference by a relative could change things up a bit.

A Texas Hill Country Christmas by William W. Johnstone is a holiday western that features the further adventures of the Jensen family. This time Luke shows a little seasonal compassion toward what might be a reformed criminal, while other family members must face worsening weather as

well as a dangerous felon. Hopefully, all will work out in time for the family to enjoy a country Christmas.

Trimmed with Murder by Sally Goldenbaum is part of the Seaside Knitters Mystery series. While the local Sea Harbor knitters are busily planning their ornaments for an annual tree-trimming contest, Izzy's brother, Charlie, arrives with a new friend, Amber. Amber has come to claim an inheritance, but before that takes place, she is murdered. Izzy & her talented knitting friends must do their best to clear Charlie of any charges & identify the real culprit. A nice seasonal cozy.

The Amish Christmas Sleigh by Kelly Long, Amy Lillard, & Molly Jebber is a collection of three separate tales. All three involve lonely people, uncertain

about taking chances on lasting love. One concerns a housekeeper with a needy relative; another deals with a young widow unclear about a possible husband. Follow these stories about love from unexpected sources.

Home & Away by Dean Hughes is about one family's plight in the midst of World War II. With a son away at war, Norma Hayes can think of nothing else, & the son, too, suffers with the carnage he has witnessed. How can this separated family with little to spare celebrate the joy of the season?

With all the new possibilities, holiday reading is bound to be a real pleasure this year!

~ Marcy Allen