

**NCKL Directors' Meeting
September 13, 2007
Abilene Public Library**

Kara Cromwell - Abilene, served as hostess and Carol Barta chaired the meeting. The meeting was called to order at 10:04 AM.

Present:

Heather Dreith –Waterville	Janet Keller - Washington
Judith Cremer –Pott/Waub	Kara Cromwell - Abilene
Maribeth Turner - Pott/Waub	Susan Moyer - Junction City
Judy Fuemmeler - Herington	Fred Atchison –NCKL
Gwen Owens-Wilson - Herington	Carol Barta –NCKL
Kay Osthoff –Clay Center	Marcia Allen - NCKL
Jamie Kelley –Marysville	LaDonna Clark –NCKL
Sue Blechl –Emporia	Richard Miller – NCKL
Cathy Fish - Hillsboro	Ann Pearce - NCKL
Kim Clark –Wamego	

CD & DVD Cleaners

How do libraries keep their CDs and DVDs clean and functioning? Some libraries have tried the disk skins, Marysville didn't think they worked very well. Some libraries have a hand-held device, called a Skip Doctor that has worked pretty well. Demco and Gaylord both have different types of disk cleaners. There is a product called CD Defender that is a clear, plastic film that protects the CD. Most libraries keep a clean, damp cloth handy for CD cleaning. It is also good to know if you can receive replacements from the vendor.

Verso - Status Reports

Waterville has been circulating using Verso since January. Feels the reports are confusing, but the basic operation is going great. Marysville has had some problems. Staff reports slow response time. The reports generated are good. The online catalog is more user-friendly for patrons. Circulation function is very slow and tends to happen at peak times. Wamego staff have concerns about the marc records coming across with no vendor name. Also, Wamego is having trouble with the reports. In Verso, the cataloging is more difficult. One reason is that the acquisition module was not purchased. Clay Center has never been automated before, so the task at hand is learning new technical skills. The plan is to start circulating at the beginning of the year.

For libraries not yet on Verso, Athena and Spectrum products will be discontinued. Libraries will need to migrate to Verso or to any Z39.50 compliant product. Verso maintains the server and handles upgrades. Libraries pay an annual fee for this service.

With the consortium, Verso will be looking at new holdings on a monthly basis and adding them to the KLC. This will make the process much more efficient. During this review, Verso runs a report on non-conforming records. These reports have already been sent to libraries. Libraries need to fix their records.

Pott/Waub is using smart bar codes. Plans are to finish the retro conversion this year. The library has put a down payment on the Verso product. One of the great things about Verso is their Listserv. Verso watches the Listserv and will provide helpful information.

Southwest Kansas Library System uses Verso. This link will allow you to view what they have done with the product.

<http://swkls-verso.auto-graphics.com>

For the most part, bar codes are placed in the front on the bottom. It is important to be consistent with the placement of the bar codes. It is a good idea not to cover the ISBN number. The 13 digit ISBN numbers are searchable.

Kansas Reads Update

The title picked for 2008 Kansas Reads is *In Cold Blood* by Truman Capote. The website can be accessed through the Kansas Center for the Book at <http://skyways.lib.ks.us/orgs/kcgb/>. Projects and programming have not been announced yet. It will launch on Kansas Day, Tuesday January 29, 2008. Posters will be sent out to libraries. T-shirts and tote bags will be available in late fall. There will be a Kick-off tea party at the Garden City Library on January 27.

Overdue Policies

There are some libraries that do not collect fines. There are libraries that use Unique Management Collection Agency and feel that it is a successful process. Marysville did not have success with Unique Management, felt that it was ineffective. The company has a 60-70% recovery rate. Manhattan has used the company for years. In the last 15 years, the library has only had one or two complaints from patrons. One advantage to using a collection agency is that the agency can follow a person out-of-town and out-of-state. In Manhattan, the circulation manager does review each account before it is handed over to the agency. There are some system libraries that conduct an amnesty program. This works well if it is not consistent. Patrons will simply wait until the amnesty period rolls around. Library books do show up in pawn shops. Dorothy Bramlage will be sending out a letter to area pawn shops informing them that library materials are not eligible for sale and the materials need to be returned to the library. A copy will be sent to the police department.

Training on Standards

The consensus is that training would be very helpful. You can locate the 2006 Kansas Standards from the NCKL website at <http://nckl.info/standards.shtml>. All checklists will have their own

page. Carol will work on putting together a workshop on the Standards. The changes now under consideration have caused concern to libraries. This change is not meant to penalize libraries. The intent was to have this discussion on the system level earlier; however, this did not happen. Other systems are using this language. The committee will meet and look at the Standards. The committee will then report back to the board. Changes require full board approval. The Trustee Handbook is online at <http://skyways.lib.ks.us/KLA/divisions/klta/info.htm>.

ILL Summit

What is the background for the ILL summit on November 1? There are inequalities in the current system. The State Library has set up this meeting in response to requests from several libraries concerning the ILDP, Interlibrary loan development program. This program was approved by the state legislature several years ago. There are certain libraries in the state that receive additional funds for their book collection. These funds are supposed to be used for a designated part of the collection. In return, the libraries are to be used for resource sharing throughout the state. Through the years, some libraries have decided that this grant money is just a part of their book budget, disregarding the original intent of the grant. This summit will be used to address some of these issues. There will be a workshop on November 9, concerning resource sharing and patron initiated ILLs.

Training

LaDonna handed out a survey related to future training. If anyone has any suggestions, please contact LaDonna. There will be more workshops on the different databases. It would be nice if the State Library would develop a Power Point presentation on the databases. This could be used both in the library and during presentations. Verso should allow all databases to be accessed. It was suggested that there be a workshop on Heritage Quest.

Kansas Reads to Preschoolers

The 2007 Kansas Reads to Preschoolers can be accessed at <http://skyways.lib.ks.us/orgs/kcfb/preschool.htm>. The theme for this year is safety. Three books have been selected:

- *Do Kangaroos Wear Seatbelts?* by Jane Kurtz
- *Look Both Ways: A Cautionary Tale* by Diane Z. Shore and Jessica Alexander
- *It's Time to Call 911: What to Do in an Emergency* by Penton Overseas, Inc.

NCKL will supply each library with a copy of *Do Kangaroos Wear Seatbelts?* Kansas Reads to Preschoolers will correspond with Children's Book Week slated for November 11-17, 2007. Clifton, Council Grove, and Manhattan were the libraries that requested a speaker. Christie has indicated that she will request a full-time children's consultant in the 2009 budget.

Training Calendar Update

LaDonna will be attending the Bill and Melinda Gates Institute in Seattle. The focus will be on Spanish speaking communities. The goals of the training are to get to know community leaders, and provide access to technology for this group. LaDonna will be traveling to Seattle in October.

There will be three workshops given after the training is complete. Upcoming classes include Kansas libraries on the Web and the Book Repair Workshop.