



# Stacks of News

Southeast Kansas Library System  
218 E. Madison  
Topeka, KS 666749

March-April 2009

## WEED IT AND REAP!

No library can afford to buy everything its own patrons want. Every library needs to be able to borrow materials from other libraries.

As we welcome more libraries to the SEKnFind consortium with its online catalogue, the system staff is focusing on getting those library collections ready for the world of sharing. It's especially important, when your library is being accessed by libraries other than your own, that you really own what your computer catalogue says that you own, and that it's in good enough condition to travel outside of your library. One of the primary ways this goal is accomplished is by weeding.

Getting rid of the old, the musty, and the stuff no one has ever used makes space for clean, attractive materials that people want to check out. It is

widely accepted that circulation numbers go up after collections are weeded, and many times the more weeding is done, the more circulation goes up. Attractive libraries have empty shelves showing.

Libraries with a legacy of managers who found value in nearly everything are prone to shock as box after box of

books are deleted, discarded and/or recycled by system staff preparing for automation projects.

So, in homage to the popular stand-up comic, Jeff Foxworthy, here is a somewhat tongue-in-cheek, mostly accurate list to help decide whether an item has to go.



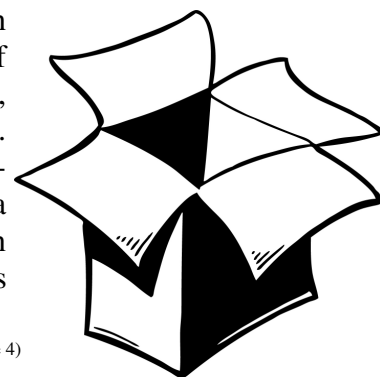
If it's a book published in the 1970s, it's probably a weed. If it's a book published in the 1980s, it's probably a weed. If it's not a reference book and it's never circulated, it's probably a weed. If it's something that's circulated more than 150 times, it's probably a weed.

If it doesn't have all its parts, it's a weed. If it's partly chewed, it's a weed. If any part of it has spent any time under water, it's a weed.

If a book has been rebound, it's probably a weed. If it's anything that hasn't circulated in 7 years, it's probably a weed.

If there's a note attached that says, "Do not discard by order of Stewart Smith!" it's probably a weed. If it's written on papyrus, it's probably a weed. If it's anything written in stone, well, let's not go there. . .

If it's a phonograph album, it's a weed. If it's an audiocassette, it's probably a weed. If it's something broken at the spine, it's a weed. If there's an inch of dust on it, it's a weed.



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# DIRECTOR'S CORNER

BY ROGER CARSWELL



There is always much interest in our competitive grant program and curiosity about how decisions are made. With this year's competitive grant deadline, for Equipment Grants, coming up shortly, I thought this would be a good time to take a look at the program.

*"The likely benefit to local library service is always weighted at twice the value of the other criteria."*

A preliminary ranking of the grants is made by compiling evaluations from Grant Review Committee members. For the past seven years, Executive Board members whose own libraries were not applying for a grant have joined SEKLS staff members in forming a Grant Review Committee; prior to that, we on the SEKLS staff did this ourselves, although the procedure was virtually identical. The evaluators rate each application on criteria which vary only slightly from year to year. Last year's Makeover Grants were rated on "likely benefit to local library service", "design and visual appeal of the project", "feasibility, including ability of the library to implement and sustain the project", and "clarity of the application and adherence to grant guidelines". The likely benefit to local library service is always

weighted at twice the value of the other criteria.

Following this preliminary ranking, the committee meets to discuss the individual applications. Sometimes applications are moved higher in the ranking based on our discussions. Sometimes they discuss whether to fund only a certain part of the project. Occasionally, if an estimate for a piece of equipment (the most common example) seems too high, they opt to fund the project at a lower amount. In the end, the applications are funded beginning with the top projects and ending when the budgeted money is all committed.

In the ten years we have had the competitive grant in pretty much its current form, all but seven public libraries (out of 54) have submitted an application as least once, as have five academic libraries and 40 school libraries. We have funded 147 out of 208 applications. We have funded 58% of school library applications, 70% of public library applications, and 72% of academic library applications.

The 2010 competitive grant is scheduled to be a Collection Development Grant. Are you going to apply?



**STATEMENT OF PUBLICATION**

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## Copyright Notices on Copiers

Under federal copyright law, libraries cannot be held liable for copyright infringement committed by the public on *unsupervised* reproducing equipment, but only if a notice is posted on the equipment. The prescribed wording for the notice is:

**NOTICE: The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material; the person using this equipment is liable for any infringement.**

Reproducing equipment refers not only to photocopiers, but also to computer printers and other equipment capable of making copies.

The situation is much more complicated if library staff members make photocopies for the public. Producing copies for the public involves more liability on the library's part. The legal notice required for such a service is much longer and patrons requesting copies should sign to say that they have read the notice. Library staff must be aware of what types of materials might be covered by copyright, when infringement may be occurring and staff must refuse a copying order when it may violate copyright law. If your library operates copying equipment for patrons and you have not posted the prescribed wording, please contact Kim Rutter, [krutter@sekls.org](mailto:krutter@sekls.org), and she will send you the wording.

There will be a copyright workshop for staff and trustees offered at the June 2009 System Meeting.

## QUESTIONSQUESTIONSQUESTIONSQUESTIONS

Below are some of the questions we've had recently for which the answers may be useful to others.

**Q. We have received a subpoena to produce all circulation records regarding a patron. They are to be sent to the attorney representing a defendant, but it is not the defendant's own records which were requested. How should we handle this?**

A. Your confidentiality policy states that such records are closed as allowed under the Kansas Open Records Act, and will only be produced pursuant to a court order. (Note: a subpoena is not the same thing as a court order). The subpoena states that you may make written objection to the production of the records, and if you do so, the records need not be produced except upon order of the Court. We recommend making a written objection and quoting your policy.

**Q. We had a board member who completed her two 4-year terms in May, 2008. Another board member has now resigned and moved away. Can the former board member finish this term?**

A. A person must be off the board for one year before they can be appointed again. (continued on page 5)

# Thinking about Libraries

## “The Big Read”

by Kim Uden Rutter, Library Consultant

Over the past year, libraries throughout the country have received free CDs from the National Endowment for the Arts in support of The Big Read. There have been questions in several southeast Kansas libraries I have visited about why their library has received this unsolicited collection. These free CDs in libraries represent the support materials for use by discussion groups to encourage Americans in every part of the country to read great books and to talk about them.

The support provided on the CDs ranges from great actors reading excerpts from the book and biographers explaining how the book came to be written from the perspective of the author's background and life experience, to famous professionals relating how the book influenced their lives and great musicians providing mood music for the title. National Endowment for the Arts (NEA), in partnership with Arts Midwest, supports The Big Read, a national initiative to encourage literary reading by asking communities to come together to read and discuss one book.

Organizations apply for matching grants ranging from \$2,500 to \$20,000 to promote and carry out four- to six-week, community-based programs to encourage reading by teens and adults. The NEA's Big Read is modeled on successful "city reads" programs. From the original "Big Reads", *Fahrenheit 451* by Ray Bradbury; *The Great Gatsby* by F. Scott Fitzgerald; *Their Eyes Were Watching God* by Zora Neale Hurston; or *To Kill a Mockingbird* by Harper Lee, there are now thirty titles that have been selected for Big Reads programs. Just a few of the notable names taking part in the Big Read are actors Robert Duvall, Cheech Marin, and Mary Louise Parker, writers Ray Bradbury, Alice Walker, and Tony Hillerman, former Secretary of State Colin Powell, and retired Supreme Court Justice Sandra Day O'Connor.

These are fabulous resources that ANYONE could use to start a book group or to enhance an existing discussion group. In addition to the audio guides, there are printed Reader's and Teacher's guides posted on [www. NEABigRead.org](http://www.NEABigRead.org).

# READING

*It's a fine art.*

**Weed it:** (continued from page 1) If it was donated yesterday by your favorite customer who was there at the library's open house in 1960, it's a weed.

If there are tire tracks on it, it's probably a weed. If, after you touch it you need to wash your hands, it's a weed. If you'd be embarrassed to check it out to your best friend, it's probably a weed.

If you're not sure, let Roger, Kim, and Sandy weed it, but don't be surprised when it disappears to make room for things that will circulate.

Adapted from: Julie Cruise, in *Co-Lib Chronicle*, St. Louis County Library, St. Louis, MO, May 2008, v. 41, Issue 5, p.4. <http://www.slcl.org/>



This is the first year for the new *Library Journal* Index of Starred Libraries and SEK is home to four libraries receiving starred ratings! The results are based on 2006 data as reported to state libraries. Each library is compared to others of similar budget and qualifying libraries

awarded five, four, or three stars (similar to the Michelin star rankings).

According to the article in the *Library Journal*, "This is an

index of public and as such is determined equally by four related per capita output indicators: visits, circulation, program attendance, and public Internet computer use" (*LJ* 02/15/09, p. 26 ).

Scores are based on a library's standing on the four per capita outputs relative to the averages for its peer group. The *LJ* article points out that there are many ways to determine excellence in library performance and these four measures were chosen, in part, because they were collected by all fifty of the state libraries. Other statistics that are collected by the State Library of Kansas or by SEKLS as well as patron satisfaction surveys could and should also be used to indicate a library's current level of performance.

Congratulations to these four "*LJ* starred" SEK libraries:

\$50,000 - \$99,999 budget-

**Fredonia Public Library** and **W. A. Rankin Memorial Library**, Neodesha: 4 stars,

**Mary Sommerville Library**, Mound City: 3 stars

\$100,000,000 - \$499,999,999 budget

**Coffey County Library**:4 stars

## SEK LIBRARIES RECEIVE STARS

# QUESTIONSQUESTIONSQUESTIONSQUESTIONS

(continued from page 3)

**Q. Can a substitute librarian be paid? Can a library board member serve as the substitute librarian?**

A. You can pay a substitute librarian. However, board members cannot be paid. If someone on the board wanted to serve as the substitute librarian, they would either need to volunteer their time or go off the board.

**Q. Do we have to provide financial reports to the city as they have requested?**

A. Yes! The statute listing powers and duties of the board even requires that you do this annually, along with statistical information and "other information of general interest as the governing body requires". Although the statute only mandates the annual report, you should never hesitate to give the city any information they request, other than that which may be confidential, such as patron circulation information and personnel evaluations.



# At LARGE

with Diane Stines  
Talking Books/  
Special Needs Consultant

What are those funny little radios with only one knob on the shelf in the Special Needs area of the System Office? They are the Audio Reader machines. The Kansas Audio-Reader Network is a reading and information service for blind, visually impaired, and print disabled persons in Kansas and Western Missouri. Services are offered free of charge to anyone in the listening area who is unable to read normal print. The programming contains a wide variety of topics, such as newspapers, informational programs, fiction, non-fiction, reflection, and mystery book hours. A program guide is sent to the enrolled patron in large print, email, Braille or recorded format. Programs vary in length from ½ hour to 2 hours, and are usually weekly. Show times are scheduled for 7 days a week, 24 hours a day with some repeats. Programming is targeted to a variety of reading tastes. Newspapers for central-western Kansas,

eastern Kansas, Pittsburg area, and northwest Missouri are available. The *Iola Register* is grouped with the Pittsburg area. Currently, the Yates Center, Garnett, and Burlington newspapers are not on the list.

Magazines available run the gamut from *Ask the Vet* to *TV Guide* and *Shopper Showcase*. History buffs can enjoy *The American Past*, *Kansas History*, and *Old Time Radio*. General magazine programs include *Good Housekeeping*, *USA Today*, *People* and many more. Book hours range from adventure, mystery, movie-inspirations, and biography to poetry. There are sports magazines, children's magazines, inspirational, and adult magazines.

So if you know of someone who fits the guidelines, then contact me and I'll help get them set up with a machine. I can also do demos and talks about other Special Needs items. Happy Reading!

## AROUND THE SYSTEM

**Keila Sherman, Hamilton City Library**, recently held a well-received workshop for patrons on using ebay. She had enough computers for each participant to log on separately, and she invited the local postmistress to

explain the intricacies of mailing through the post office. Patrons have already requested that the workshop be repeated when the yard-sale season begins!

**Eureka Public Library** has an ongoing book sale in their foyer, but they no longer bother to price the books. Librarian **Connie Mitchell** says that they get more money by just asking for donations, plus they save staff time in not having to handle each book so many times.

A local artist taught a workshop on rug-weaving recently at the **Toronto Public Library**. Do you use your local talent fully for adult programs?

**Amy Wilkinson** at **Chetopa Public Library** alerts her local retirement home to storytimes at the library. Amy reports that the residents love to help hand out the cookies and watch the kids enjoy the story. The kids benefit just by being around the elderly.

### ANNOUNCEMENT!!!

Check out the **Cooperative** for summer reading ideas and information. The radio public service announcements can also be downloaded. Contact your local radio station today!

**Summer Library Program** website [www.cslpreads.org](http://www.cslpreads.org)

# STORYTIME SPARKS

## Sandy's Corner

by Sandy Wilkerson



Feeling chicken? The puppet collection at **SEKLS** includes both a rooster and hen. The Rooster's off to See the World includes the rooster puppet and Cook-a-doodle-doo includes the hen. Both puppet kits include other resources to help you plan a storytime around these titles. Try one today!

# 5 Hot Picks

**Sharon Koontz at Sedan High School** sends us titles of five books burning up the hallways in Chautauqua County:

1. *How Angel Peterson Got His Name* by Gary Paulsen
2. *The Burn Journals* by Brent Runyon
3. *The City of Ember* by Jeanne DuPrau
4. *Claws* by Will Weaver
5. *Twilight* by Stephenie Meyer

**Express Yourself.** Have you thought of the many ways you can do that this summer? *Express Yourself* with fashion. **Express Yourself** with dance. **Express Yourself** with color. Teens will show us who they are by what they do and see, by what they listen to, and by their appearance. Many librarians tell me that they don't have enough teens to have a YA program. I don't believe that. Library programming is what you make of it. If you have just one person who fits into the age



range of 12-18 ... you have enough to have a program. Just like adult programming, YA programming should meet the needs of your YAs. How about a book discussion about their favorite graphic novels? They don't all have to read the same title to share what they like best about the books. Do you have some teenage volunteers? Challenge them to read a book this summer. Just one good title is all you need to start your own

YA summer reading club. I have recently finished the current Newbery winner *The Graveyard Book* by Neil Gaiman. Give it a try with your teens. What about some crafts? What can you create with a few rolls of duct tape? Or invite a scrap booker to share her craft. A digital camera workshop might go over big with your group. Teens might not necessarily need to learn how to take the pictures, but you could present ideas on what to do with them after. Introduce flickr, blogging, and even websites that produce cards and other items using your teens' photos. The *Cooperative Summer Library Program Manual* offers lots of questions and suggestions, but it is up to you and your teens to figure out how you are going to **Express Yourself** this summer.

# Be Creative

**Southeast Kansas  
Library System**

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# STACKS OF NEWS



## SEKLS Calendar

**April 10 Equipment Grant Application deadline**

**13-17 national library week**

**14 cyberseries: MS word & excel-garnett**

**16 beginning book repair workshop-sekls**

**28 summer reading crafts workshop-sekls**

**30 cyberseries: ms publisher-fredonia**

**May 5 grant-writing workshop-parsons**

**1-15 children's book week**

**18 executive board meeting**

**25 memorial day**