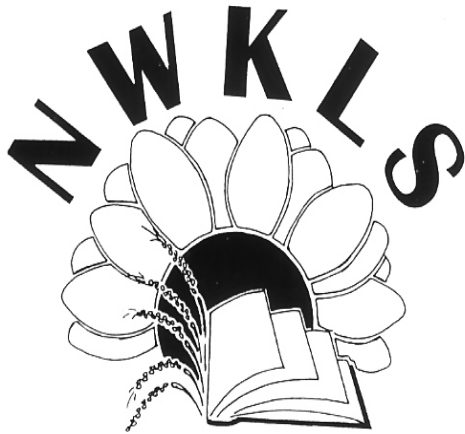


Plan 2012

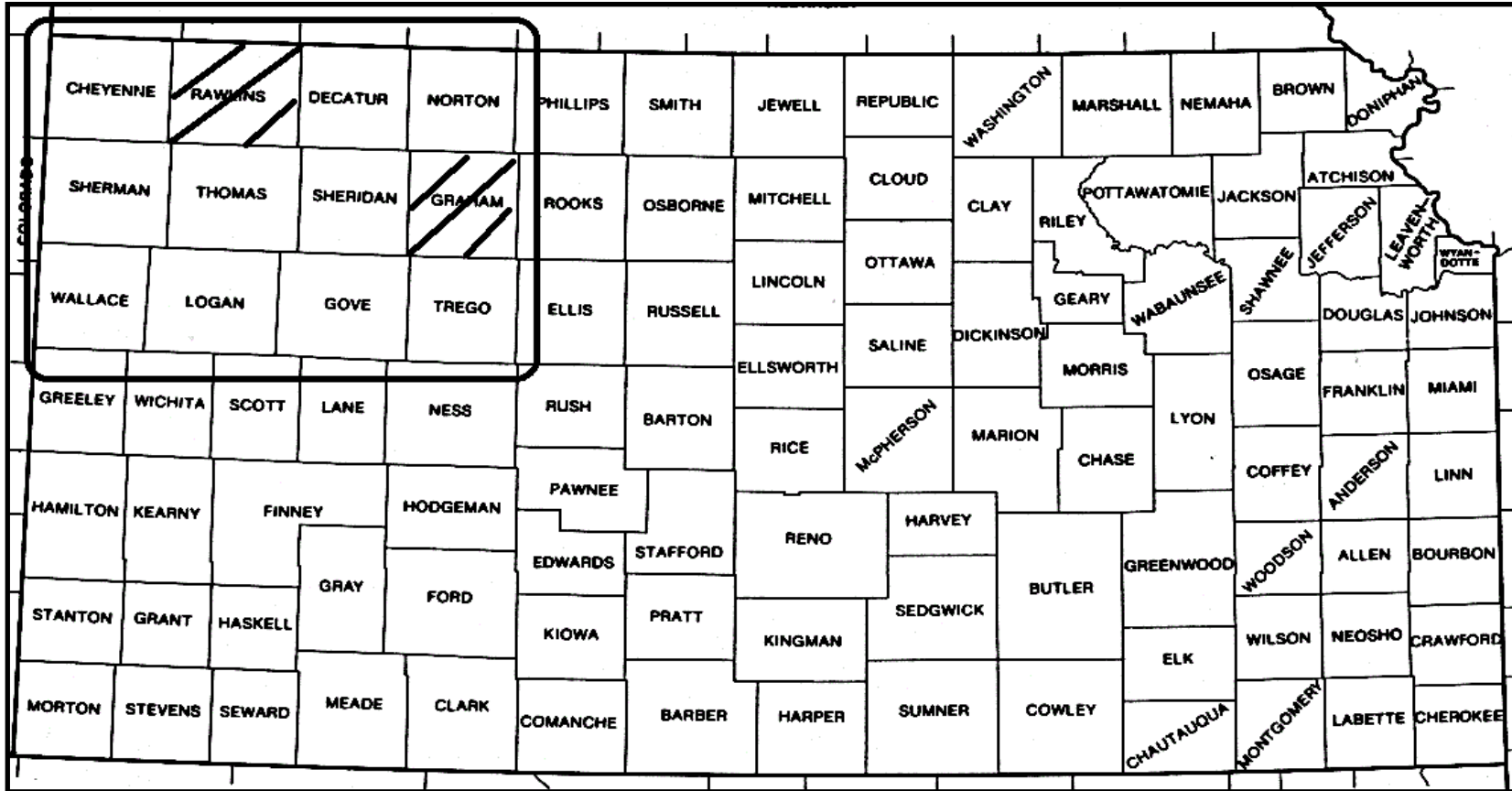
**Northwest Kansas
Library System**



**2 Washington Square
Norton, KS 67654
Phone: 785-877-5148
800-432-2858
Fax: 785-877-5697
<http://www.nwkls.org>**

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Northwest Kansas Library System



* Graham and Rawlins Counties do not participate.

NWKLS 2012 System Plan

DESCRIPTION OF REGIONAL SYSTEM

The Northwest Kansas Library System (NWKLS) has an area of 11,732 square miles.

NWKLS has ten taxing counties:

<u>County</u>	<u>Population*</u>
Cheyenne	2700
Decatur	2855
Gove	2480
Logan	2549
Norton	5330
Sheridan	2435
Sherman	5860
Thomas	7343
Trego	2920
Wallace	1408
TOTAL	35880

There are no contracting counties or libraries.

There are no non-taxing participating counties.

NWKLS has two nonparticipating counties:

<u>County</u>	<u>Population*</u>
Graham	2435
Rawlins	2425
GRAND TOTAL	40740

*According to the 2010 US Census.

NWKLS 2012 System Plan

NWKLS MISSION STATEMENT

The mission of the Northwest Kansas Library System is to provide service where it exists in participating counties and to provide library service where it does not exist.

NWKLS VISION STATEMENT

Northwest Kansas Library System will lead the quest for information sharing through innovative services and technology for member libraries.

GOALS and OBJECTIVES

1. NWKLS will support member libraries with direct and rapid access to informational, educational and leisure materials.

- Encourage the cooperation of various types of libraries including public, school, academic and special to provide for the informational needs of northwest Kansas communities.
 - *Evaluate the marketing and utilization of technological tools through surveys and interviews using incentives provided by NWKLS.*
 - *Encourage member libraries to complete continuing education on various social networking platforms.*
- Support the NWKLS Integrated Library Management system (web-based for real-time access to library collections across Kansas), in member public libraries.
- Support the statewide material delivery services, Kansas Library Express and Blue Sky Express, and provide funding for delivery service or interlibrary loan postage reimbursement for materials lent by NWKLS member libraries.
- Deliver a rotation collection of adult and children's materials that meets the needs of NWKLS libraries and communities.
- Evaluate the viability of the Mail-A-Book program to homebound and rural patrons.
- Encourage member libraries to move toward patron-initiated interlibrary loan.
- Explore cataloging options for the best service to member libraries.
- Encourage member libraries to directly utilize KicNet/AutoGraphics for interlibrary loan services.
- Encourage member libraries to consider moving toward a higher level of broadband connectivity.

2. NWKLS will be relevant and visible to Kansans.

- Encourage NWKLS libraries to enhance the visibility of their facilities, collections, and services through various marketing options.
 - *Encourage member libraries to utilize a web presence, local newspapers, radio, television, business, and partnerships with civic organizations.*
 - *NWKLS will develop a directory of area newspaper, radio and TV station contacts for member libraries to utilize for advocacy.*
 - *NWKLS will develop a workshop to help member libraries create databases of community resources for their web pages.*

NWKLS 2012 System Plan

2. NWKLS will be relevant and visible to Kansans. *(Continued from Page 3)*

- Develop and implement an advocacy training program for librarians, trustees and patrons to empower them to effectively advocate library issues to the local government and the public.
- Provide information and resources on the “Geek the Library” program for advocacy.
- Communicate with and encourage librarians and trustees to regularly discuss library issues with legislators by scheduling annual events in each Kansas House district in the NWKLS area. Events will be preceded by workshops to aid participants in discussing library issues.
- Encourage member libraries to utilize programming for children, young adults, adults and seniors to increase visibility of library in the community.
 - *Actively participate in the statewide Reading Readiness program for pre-school age children.*
- Utilize various media resources, the NWKLS newsletter and web page, as well as the cooperative regional library system website, social media and other online tools to promote and educate the public about NWKLS and member library services.

3. NWKLS Librarians and trustees will have the knowledge and skills to provide excellent library service.

- Promote and encourage participation in NWKLS and statewide continuing education activities, utilizing a variety of presentation methods.
 - *Provide additional technology based presentations and instruction.*
 - *Encourage member libraries to utilize WebJunction and other training sites.*
- Support and encourage participation in the statewide trustee certification program for local library trustees.
- Provide hands-on workshops and encouragement to member libraries in completing library technology plans.
- Deliver consulting services to member libraries (public, school, academic and special) on all aspects of library services.
- Create an opportunity for school librarians to share ideas and concerns of relevance to school libraries in conjunction with the NWKLS Fall Full System meeting.
- Encourage the utilization of the state provided online library resources and promote the resources to constituents.
- Emphasize the importance of quality public library policy development and implementation.
 - *NWKLS will provide hands-on workshops with follow-up individual support for member libraries.*
 - *NWKLS will provide incentives grants to those libraries completing various library policies.*

NWKLS 2012 System Plan

4. The Talking Books Program and Outreach Service will ensure that every qualifying entity is made aware of the programs attributes through a personal and professional connection to a quality library service.
- Outreach services will promote awareness of the Talking Books Program.
 - *Develop and maintain a list of agencies and partner agencies in the region as a ready reference guide.*
 - *Provide information packets to maintain contact with public and private agencies, libraries, professional and civic organizations and others in contact with potential patrons.*
 - *Provide a minimum of 12 general public presentations about the Talking Books Library Service per year that highlight community resources, such as, but not limited to, the following: Health fairs, Business fairs, Service Clubs, School in-service programs and Public Library meetings.*
 - *Maintain a presence through interaction with public, school and special library staff.*
 - *Provide support to patrons, organizations, and libraries via a Talking Books website linked to NWKLS, printed materials, phone and electronic format on an ongoing basis.*
 - *Maintain or contribute content to an accessible website and newsletter containing general information about the program as well as contact information.*
 - *Promote availability of local programming through appropriate local media sources.*
 - Develop local programming sessions throughout the service area. Activities may include, but are not limited to:
 - *NWKLS and SWKLS will combine their consultant in order to continue their established collaboration of service for the Talking Books Program in the greater western Kansas area.*
 - *Maintain our local partnership with public libraries in which we allow them to apply for two yearly grants to help promote the Talking Books program in their communities.*
 - *Low vision support groups, Informational presentations or updates, Talking Book Open Houses and Book Talks at Public Libraries.*
 - Provide training related to Talking Book Library Services or related devices or services; i.e., commercial digital players, Recordings for the Blind and Dyslexic, commercial audio books and magazines.
 - Develop and participate in programs that promote reading, such as Kansas Reads and other appropriate local and statewide programs. These may be done locally or distributed means (face-to-face or via fully accessible voice-over IP.)
 - Provide to groups of patrons, upon request, training sessions for Talking Book related activities such as downloading materials via the BARD service or assistance in the selection process.
 - Partner with support agencies (libraries, senior and independent living centers and health facilities) that may provide training in the areas of life, education, technology or employment skills.

**State Library / Regional Library System
Unified Plan of Service for 2012**

When federal funds became available for regional library development in 1965, seven regions were established. That year the Kansas Legislature passed a bill which permitted the organization of library systems in seven regions in Kansas. The system law (KSA 75-2548 and following) was amended in 1968 by the Legislature to allow school and academic libraries to participate in regional systems of cooperating libraries. The law permitted the systems to levy a tax on property within the boundaries of the system that is not taxed for the support of a public library. Librarians and trustees in each region meet annually to determine programs and budgets. The systems continuously develop services to meet the needs of their member libraries. The State Library of Kansas and Regional Library Systems cooperate and collaborate to improve library services to all the citizens of Kansas. The State Library and Regional Library System Shared Goals for 2012 are as follows:

Goal #1

Access: Kansans have direct and rapid access to all Kansas library collections.

- 75% of public libraries will have an Integrated Library Management (ILS) system that meets the state standards for federated searching (Z39.50) and user authentication (CIP2 and NCIP) by Dec. 31, 2012.
- 50% of public libraries will offer self-initiated interlibrary loan or direct borrowing from other libraries by Dec. 31, 2012.
- A statewide courier service will deliver materials among Kansas libraries.
- Explore ways to improve statewide resource sharing through lowered costs and/or additional features.

Action steps:

1. Each regional library system will review its plan for a system-wide integrated library system annually.
2. Library Service and Technology Act funds will continue to be provided for development of regional shared integrated library systems.
3. Regional systems and the state library will support and sustain the Kansas Library Express courier service.
4. Regional library systems will encourage and assist libraries in adopting an ILS which meets state standards.
5. Investigate the feasibility of moving to an open source software statewide resource sharing system which is compatible with all ILSs used in the state which meet state standards (such as Sirsi, III, Verso, Polaris, and Koha).

NWKLS 2012 System Plan

Goal # 2

Continuing Education: Librarians and trustees will have the knowledge and skills to provide excellent library service.

- Deliver instruction in core competencies.
- Deliver additional continuing education to meet training needs of library staff and trustees.
- Provide training for new public library directors.

Action steps:

1. Each regional library system will identify and anticipate continuing education needs on an annual basis.
2. The seven regional library systems will jointly sponsor a continuing education event on an annual basis.
3. The cooperative regional library system website will maintain a link to each CE calendar of the RLS and to the State Library CE calendar.
4. The State Library will sponsor an annual statewide core competencies continuing education event.
5. The regional library systems and the State Library will maintain access to an online conferencing system for delivery of continuing education.

Goal # 3

Advocacy: Libraries will be relevant and visible to Kansans.

- Build advocacy skills in librarians, patrons and trustees.
- Engage librarians and trustees in advocacy efforts.
- Support and disseminate timely responses to issues that have statewide impact.
- Support and promote programs that enhance library visibility.
- Publicize statewide services.
- Promote a Kansas Book Festival.
- Encourage libraries and trustees to use standards for Kansas public libraries as a method to improve, promote, and secure funding for library services.

Action steps:

1. Each regional library system will provide an advocacy training program for librarians, patrons and trustees.
2. The State Library and regional systems will assist libraries participating in the “Geek Your Library” initiative.
3. The regional library systems will develop and implement a Best Small Library in Kansas annual award.
4. Regional library systems will disseminate advocacy materials to libraries.
5. Regional library system personnel will advocate for libraries with legislators and other officials.
6. Regional library systems will foster legislative events within their regions.

NWKLS 2012 System Plan

Action steps: (Continued from Page 7)

7. Cooperate in planning and implementing a Kansas Book Festival.
8. Form a standards committee to review and revise the 2006 standards and the proposed qualitative, customer-oriented revision.
9. Have a draft of the proposed standards revision ready for review by the State Library Board of Kansas by June 2012.

Goal # 4

Digital Services: Libraries meet the informational and educational needs of every Kansan through access to a broad array of digital library resources and deliver library services through technologies appropriate to their users.

- Provide training to librarians to use online library resources.
- Promote online resources to constituents.
- Provide improved access to online resources.
- Plan and implement an effective strategy for meeting the challenges of downloadable media (e-books, etc.), service to mobile devices, and other new technologies.

Action steps:

1. The State Library and the regional library systems will provide training in the use and promotion of statewide databases.
2. All regional shared library catalogs will link to the statewide databases.
3. Explore the feasibility and desirability of a conference centering on libraries and new technologies.
4. The State Library will participate in the Chief Officers of State Library Agencies ebook initiative.
5. Establish a New Technologies Work Group to help identify strategies.
6. Increase the collection of downloadable e-books available through the Audio Books, Music & More service.
7. Investigate alternative vendors and methods of delivering downloadable digital media.

Goal # 5: Reading Readiness: Libraries promote reading readiness of preschoolers in Kansas.

- Help librarians reach out to caregivers of preschoolers in each library's community to ensure that caregivers understand the correlation between reading to preschoolers and reading readiness/later academic success.

Action steps:

1. The State Library and the regional library systems will provide training to librarians.
2. The State Library and the regional library systems will disseminate materials to libraries.
3. The State Library and the regional library systems will identify foundations and corporations which might provide funding for training and the printing of materials.

NWKLS 2012 System Plan

Goal # 6

Broadband Internet connectivity: Kansans have access to suitable high-speed broadband Internet access in Kansas libraries.

- Educate librarians about the importance of adequate broadband speed
- Help libraries obtain Internet connectivity meeting standards for adequate broadband speeds.

Action steps:

1. The State Library and regional systems will develop a connectivity matrix identifying standards for adequate broadband speeds.
2. Regional library systems will develop incentives for libraries to meet the standards for adequate broadband speeds.
3. The regional systems and State Library will initiate a conversation with Kan-Ed about the provision of greater than T-1 speeds as a basic free service.
4. Regional systems will sponsor local and regional events advocating for robust broadband connectivity and will supply a list of such events to the State Library
5. Regional systems will compile a list of initiatives at the local or regional level intended to secure the availability of affordable, reliable broadband.
6. The State Library will develop an advocacy awareness program to be used as an educational mechanism for community members so they might better understand the value of broadband in their everyday lives.

NWKLS 2012 System Plan

NWKLS PROGRAM OF SERVICES

The following section explains the basic services provided by NWKLS, which are enhanced through the accomplishment of the goals and objectives in the previous section.

Talking Book Service and Outreach Center:

The Talking Books Service and Outreach Center will provide prompt, accurate, personalized support and access to books and magazines in Braille and audio formats, along with the required playback equipment free-of-charge to any Kansas resident unable to use standard print due to a visual or other physical impairment. The services are coordinated through the State Library of Kansas and the Library of Congress. The National Library Service will provide for home delivery of qualifying library resources without cost to patrons.

The new outreach consultant will provide these services as contracted with NWKLS and SWKLS to cover 33 counties in the western half of Kansas. Meeting the needs of our patrons and ensuring that all may read continues to be the main focus of this program. Furthering the programs outreach efforts to include forming new partnerships with community groups is an added part of the new Talking Books Outreach Service.

Mail-a-book:

Northwest Kansas Library System provides a Mail-a-book program for residents of participating counties living in areas where a public library tax is not levied. Homebound residents in participating counties are eligible to receive the Mail-a-book program at no cost and regardless of public library taxing districts. Program patrons receive a catalog of current items each year from which they can select up to 6 titles to have shipped directly to their home free of charge. Borrowers are not charged loan fees or overdue fines, however, return postage must be provided by the patron, or the completed package of items can be returned to a public library participating in the Kansas Library Express (Courier). Past Mail-a-Book paperbacks are utilized as rotating collections for Community Book Deposits and member libraries.

Consulting Service:

NWKLS personnel offer assistance to librarians, trustees, community members and public officials on any aspect of library work or management. Staff members are available for consultation by telephone during regular service hours and for site visits as scheduled. A professional collection of books, magazines, and videos is maintained and available for loan. New librarians are offered an orientation to System services and library procedures with a follow-up session in three months.

NWKLS 2012 System Plan

Continuing Education:

In order to accomplish its mission of extending and improving library service in the region, NWKLS plans a program of continuing education events to train personnel, trustees, and volunteers in member libraries. NWKLS supports the Core Competencies for Kansas Public Library Directors, and participates in the **CERTIFICATION PROGRAM FOR KANSAS PUBLIC LIBRARY ADMINISTRATORS** as well as the **KANSAS LIBRARY TRUSTEE CERTIFICATION PROGRAM**.

Automation and Technology:

Consulting services are provided to help member librarians learn and use current technologies, and to help libraries plan for the future. The System provides leadership, advice and training for updating and accessing electronic information services.

Children and Youth Services:

NWKLS assists libraries in meeting the information and recreational reading needs of children and young adults. The System provides consulting, programming materials, workshops, a collection of age-appropriate library materials, and children/young adult programming grants. NWKLS participates in the statewide planning group for children's services. The System distributes Summer Library Program materials and provides programming ideas, summer storytelling grants and year-round children/young adult programming grants to member public libraries.

Marketing and Public Relations:

NWKLS offers and promotes library programs, materials, and services to patrons and member libraries. An online newsletter is provided, and a web page is maintained.

Reference and Interlibrary Loan:

NWKLS provides information to member librarians in response to their specific user requests, and provides leadership and guidance in improving local library reference service. Title, subject, periodical, and reference requests from member and other libraries will be filled, if possible, from System resources, or referred to other libraries, agencies, and organizations. The System subscribes to the American Library Association, the Bibliographic Center for Research, and the Kansas III Circuit codes and protocols for Interlibrary Loan, and encourages members to follow system and state procedures. Member libraries are encouraged, with Kansas Library Express libraries required, to apply for and become a part of the statewide interlibrary loan system (KICNET/A-G) to better serve their patrons. Priority should be given using electronic methods of requests.

Courier Service:

NWKLS encourages the utilization of the statewide courier service to transport materials from library to library. To support the courier, NWKLS provides grants for library participation.

NWKLS 2012 System Plan

Rotation Service:

The System operates a rotation van stocked with a collection of library materials, including books, audio materials, and video materials, for local library circulation. The public libraries, the community college library, and the technical college library are visited by the van every two months. In addition, specific collections of materials or bulk loans on specified subjects may be reserved for a specific time in any member library.

Technical Services:

Technical service is the ordering, processing and cataloging of library materials. All materials cataloged for NWKLS and member libraries are available statewide through the local web-based catalog or added to the Kansas Library Catalog. Member libraries should send additional holdings to the State Library for inclusion in the KLC. Machine readable cataloging records, or limited reimbursement to public libraries for MARC records purchased from other providers, are provided to requesting libraries. Catalog cards and labels are supplied for those libraries that request them. The System uses OCLC and the KLC for cataloging, and uses automated ordering systems through Ingram, Amazon or Barnes and Noble. Libraries are billed monthly for any materials or supplies purchased through NWKLS.

Direct Grants:

Extended service grants are provided to member public libraries that meet the basic requirements. The purpose of the System Service grants is to assist libraries in serving individuals residing outside of the traditional taxing area. Dependent upon availability of funds, opportunities will be given for member libraries to apply for continuing education or other grants, based on specified criteria.

To receive a System Service Grant, a public library must meet all of the following conditions during the calendar year 2012:

- 1. Must be a legally established public library located in one of the taxing counties of the Northwest Kansas Library System as defined in KSA 12-1218.*
- 2. Must catalog all of its new acquisitions through NWKLS or otherwise notify NWKLS or the State Library of the acquisition of new materials for inclusion in the Kansas Library Catalog.*
- 3. One representative from the library must attend either of the two Full System Board meetings and a minimum of one library staff member must attend a minimum of one System workshop other than one held in conjunction with a Full System Board meeting.*
- 4. A quorum of each public library board must participate in one continuing education event, (15 minute minimum) as part of the Kansas Library Trustee Certification Program.*
- 5. Must qualify to receive State Aid to Libraries.*
- 6. Must have patron Internet access and a working library e-mail address, and must use e-mail or the web-based KLC for the majority of interlibrary loan requests sent to NWKLS.*

A library not meeting the requirements will have their grant reduced by 10% per applicable condition.

NWKLS 2012 System Plan

Program for Library Service Centers

Levels:

The **System Headquarters** located in Norton serves as the library clearinghouse in the System area, assisting member libraries to become more effective access points to library services throughout the state and nation. The System collection, most of which is housed in the Norton Public Library, contains a wide variety of useful materials which serve as the System's central bibliographic reference and research center.

The System Headquarters and member libraries will provide free access to the System's resources to every person in the System area. The System will also provide professional and administrative personnel to carry out the System programs and assist in the planning of local library service programs. Necessary clerical and technical help essential to the service programs will also be provided by the System.

Hours of service will be Monday through Friday, 8:00 AM to 5:00 PM, except for designated holidays. Toll-free telephone service is provided for both member libraries and for area residents without immediate access to a local library.

The System Headquarters acts as a resource center for all needs of the libraries at each level of service described below. Each of these libraries in turn acts as an access point for their patrons to the various NWKLS programs and services.

The System Headquarters also serves as the Talking Book Sub-Regional Library for the 33 counties in Northwest Kansas and Southwest Kansas Library Systems.

Classifications for member libraries are based on population, and will be examined every five years using official census data. A library may request their own classification be examined at any time if they feel they are in the wrong category.

Standards for Kansas Public Libraries, 2000, discusses standards for all Kansas libraries and for libraries in each category. Libraries are encouraged to work toward the highest standards.

NWKLS 2012 System Plan

Major Service Center I (Population: 2,500 - 10,000)

Maximum Grant: \$4500

Pioneer Memorial Library in Colby, Goodland Public Library, and Norton Public Library are **Major Service Center I Libraries**. They make an effort to reach large areas outside of their library boundaries in service to rural residents and people from smaller towns in their vicinity. These libraries serve as walk-in resource centers to many people throughout the NWKLS region.

Service Center (Population: 1,000 - 2,500)

Maximum Grant: \$3500

Sheridan County Library in Hoxie, Oakley Public Library, Oberlin City Library, St. Francis Public Library, and WaKeeney City Library are **Service Center Libraries** and serve as secondary interlibrary loan resource collections.

Linking (Population: 500 - 1,000)

Maximum Grant: \$3000

Jay Johnson Public Library in Quinter, and Sharon Springs Public Library are **Linking Libraries**. They serve relatively smaller areas outside their taxing districts and have fewer resources with which to work than the Service Center and Major Service Center I libraries.

Gateway (Population: less than 500)

Maximum Grant: \$2200

The Almaena City Library, Bird City Public Library, Gove City Library, Grainfield City Library, Moore Family Library in Grinnell, Jennings City Library, Lenora Public Library, Norcatur Public Library, and Selden Public Library are **Gateway Libraries**. They also serve smaller numbers of people outside of their taxing district and have fewer resources.

Club libraries are not legally established public libraries and are operated in Clayton and Brewster. They are not required to meet state standards and do not receive System Service Grants.

The System also supplies paperback books to locations in small towns without libraries. These **Community Book Deposits** are required to allow free access to these collections. The books are circulated via an honor system, and the locations do not charge rent for the space used. Book stations are located in Collyer, Rexford, Wallace and Weskan.

NWKLS 2012 System Plan

Incentive Grants:

NWKLS offers Interlibrary Lending incentive grants for all System members who do not participate in the Kansas Library Express courier. A qualifying library completing an incentive grant application will be awarded a grant based on items lent through interlibrary loan, at a sum to be determined annually by the Executive Committee based on funds available.

NWKLS offers Children and Young Adult Programming incentive grants for public libraries that provide year-round children's programming. A qualifying library completing a Children and Young Adult Programming incentive grant application will be awarded a grant based on the division of the amount to be determined annually by the Executive Committee based on funds available. NWKLS offers programming grants for children's storytelling and adult programming.

Program for Contracting Libraries

There are currently no libraries contracting with NWKLS for service. Contracting public libraries are located in counties that do not levy a System tax. Contracting school and other types of libraries receive all System services except System grants and rotating book service free of charge. They are charged for the services based on a \$100 base fee plus a per capita charge based on the actual cost of the service. Continuing education opportunities are offered to non-member libraries for a registration fee.

Program for Other Types of Libraries

School, Institutional, and Community College Libraries have the responsibility to follow those System policies and practices which promote cooperation and which do not conflict with those established by their governing boards, the Kansas State Department of Education or the Kansas State Department of Corrections. School and Institutional libraries receive all the services of member public libraries except grants and rotation. The Colby Community College Library and the Northwest Kansas Technical College Library receive all the services of member public libraries except grants.

Interlibrary Cooperation Program

Northwest Kansas Library System continues to support all types of interlibrary cooperation possible, between local libraries of different types, between the regional library systems, and on a state and national basis. The System continues to explore avenues of school/public library cooperation in our area. NWKLS will cooperate in all programs and activities for statewide library development as stated in **the State Library/Regional Library Shared Goals for 2012**. The System will support plans for systematic programs for the reciprocal use of resources on a statewide basis, such as reciprocal borrowing privileges, central processing, and integrated library management systems.

NWKLS 2012 System Plan

BYLAWS

ARTICLE I NAME

NAME The name of this regional system of cooperating libraries shall be "*The Northwest Kansas Library System*". For the purpose of these bylaws, the term "System" shall be construed to mean the Northwest Kansas Library System.

ARTICLE II AUTHORITY AND PURPOSE

AUTHORITY The System is established and shall be operated as a municipality pursuant to, and in compliance with, the laws of the State of Kansas, particularly K.S.A. 75-2547, et seq.

PURPOSE The purpose of the organization shall be to provide, through a system of cooperating libraries, improved library service to all citizens in the Northwest Kansas area and to otherwise promote library interests in the State of Kansas.

ARTICLE III MEMBERSHIP

MEMBERSHIP The membership of the System shall consist of those participating libraries designated by the State Library Advisory Commission. Additional libraries shall be included in the future as designated by the State Library Advisory Commission.

ELIGIBILITY Any legally established or club library in the counties of Cheyenne, Decatur, Gove, Graham, Logan, Norton, Rawlins, Sheridan, Sherman, Thomas, Trego and Wallace is eligible to participate in the System, provided it files with the System Board. The System Board shall vote approval and petition the State Library Advisory Commission to approve inclusion of such library.

TYPES OF MEMBERSHIP Two types of library membership are possible

1. Participating members are those libraries in counties that levy the System tax.
2. Contracting members are libraries in counties which do not levy the System tax.

WITHDRAWAL A participating library, or participating libraries of a county, when in unanimous agreement, may withdraw from the System by submitting written notice to the System's governing body one year prior to the adoption of the annual budget, subject to the approval of the State Library Advisory Commission.

In the event of the withdrawal of a participating library from the System, all System assets and all System property purchased with System funds shall become the property of, and shall be returned to the System.

ARTICLE IV GOVERNING BODY

SYSTEM BOARD The governing body of the System shall be the System Board. The System Board shall be composed of one representative from each participating library and the Governor's appointee from each participating county. Each representative is to be elected by the trustees of the participating library and certified in writing to the System office by the chairman of that library board, the librarian, or school administrator.

NWKLS 2012 System Plan

REPRESENTATIVES TERM OF OFFICE

1. Each library representative shall be elected for a term of four years. In the event the representative is unable to attend a Full System Board meeting, an alternate may be given the right to represent that library by giving notice to the System office.
2. No representative shall serve for more than two full consecutive terms. A representative must be off the board for one full year before being eligible for reappointment. Governor's appointees shall serve at the pleasure of the Governor.
3. In the event of the death or resignation of a representative, an alternate shall complete the unexpired term of the representative.
4. The election of all representatives shall be certified in writing to the System Center prior to taking office.
5. Each member library shall elect its representatives every fourth year according to the procedures. In the event a new member library is added to the System, a representative shall be elected to serve until the next regular election for that library.

DUTIES The System Board shall adopt the annual budget and plan of services, approve officers and amend the bylaws. It shall delegate to its Executive Committee such other duties as are not specified in these bylaws.

MEETINGS The System Board shall hold regular bi-annual meetings in the Spring and Fall at a place and time to be specified in the meeting notification.

1. The Spring meeting shall include an evaluation of the current System programs and the adoption of the annual budget and plan of services.
2. The Fall meeting shall include the approval of the election of officers, an end of the year review of System services and a review of the bylaws.
3. Special meetings of the System Board may be called by any member of the Executive Committee or by a majority of the System Board members.

ARTICLE V EXECUTIVE COMMITTEE

MEMBERS The Executive Committee shall consist of one member from each county in the system that levies the System tax. The System Board members from each taxing county shall appoint one of the members from their county to serve on the Executive Committee for a period of two (2) years.

At least one member of the Executive Committee shall be a Governor's appointee. Governor's appointees are eligible to serve as long as they are Governor's appointees.

DUTIES The duties of the Executive Committee are as follows:

Chairman--To preside at meetings and appoint special committees.

1st Vice Chairman--To act as chairman in the absence of the Chairman.

2nd Vice Chairman--To act as chairman in the absence of both of the above.

Secretary--To ensure that minutes of the System Board and Executive Committee meetings are recorded.

Treasurer--To ensure that accurate financial reports of the System are provided.

ELECTION OF OFFICERS AND TERMS The Officers shall be elected by the Executive Committee from the members of the Executive Committee to serve for a period of one year. No officer shall serve more than two consecutive years in the same office.

SYSTEM LIBRARIAN The System Librarian shall attend all meetings as a nonvoting technical advisor to the committee.

NWKLS 2012 System Plan

METHOD OF FILLING VACANCIES In the event of a vacancy on the Executive Committee, a replacement shall be appointed by the System Board members from the county in which the vacancy occurs to fill out the term. If a vacancy occurs in an office the Executive Committee shall fill the vacancy by electing a member of the Executive Committee to fill out the term.

MEETINGS The Executive Committee shall meet at least monthly at a place and time to be determined by the majority of the Committee, unless deemed unnecessary by the Chairman.

POWERS The Executive Committee shall be empowered to conduct all affairs of the System not specifically reserved for the System Board.

ARTICLE VI COMMITTEES

STANDING COMMITTEES

1. ***Budget Committee*** The Chairman shall appoint a Budget Committee to be composed of the Treasurer and additional members of the System Board. The committee shall prepare and submit to the full System Board at the Spring meeting the annual budget for the System.
2. ***Planning Committee*** The Chairman shall appoint a Planning Committee to be composed of members of the System Board. This committee shall prepare and submit to the full System Board at the Spring meeting the annual plan for System services.
3. ***Policy Committee*** The Chairman shall appoint a Policy Committee to be composed of members of the System Board. The committee shall review and revise the NWKLS Policies to submit to the Executive Committee. The committee shall review and revise the NWKLS Bylaws for submission to the Full System Board.

OTHER COMMITTEES Other committees shall be appointed by the Chairman when the Executive Committee or Board deems it necessary to carry on the business of the Board.

EX-OFFICIO MEMBERSHIPS The Chairman shall be an ex-officio member of all committees.

ARTICLE VII VOTING

VOTING RIGHTS Each representative or alternate shall have one vote at System Board meetings. The representatives of contracting libraries and non-legally established public libraries shall have voting power on all matters except those related to the budgeting of regional tax funds.

QUORUM

1. ***System Board*** A quorum for System Board meetings is forty per cent of the total members of the Board.
2. ***Executive Committee*** A quorum is the majority of the members of the committee.

VOTING BY PROXY Voting by proxy is not allowed.

ARTICLE VIII RULES OF ORDER

"Robert's Rules of Order", current revision, shall apply except when in conflict with state statutes or these by-laws.

NWKLS 2012 System Plan

ARTICLE IX AMENDMENTS

Amendments to these bylaws require a majority vote of the total number of qualified members of the System Board, subject to the approval of the State Library Advisory Commission, and provided the proposed amendment is printed, with the changes and corrections delineated, and mailed prior to or with the agenda for the meeting.

Revised May 12, 2005

Draft

NWKLS 2012 System Plan

PROCEDURES

GOVERNING BODY

Full System Board:

Each library representative is elected for a term of four years, beginning January 1, in accordance with the table below.

2009-2012	2010-2013	2011-2014	2012-2015
2013-2016	2014-2017	2015-2018	2016-2019
2017-2020	2018-2021	2019-2022	2020-2023
2021-2024	2022-2025	2023-2026	2024-2027
Jennings PL	Goodland PL	Almena PL	Bird City PL
Hoxie PL	Norcatour PL	Colby PL	Grainfield P
Quinter PL	Lenora PL	Davis (CCC)	Gove PL
Sharon Spgs. PL	Norton PL	St. Francis PL	Oberlin PL
Grinnell PL	Clayton PL	Brewster PL	Oakley PL
USD 211	USD 212	USD 241	USD 291
USD 293	USD 352	NWKGWMD4	USD 274
USD 292	USD 242	USD 275	USD 314
USD 412	USD 315	USD 297	Norton Corr.
USD 316	WaKeeney PL	Sheridan Co. Hosp.	St. Joseph School
Selden PL	USD 213	Trego-Lemke Hosp.	USD 208
USD 294	Heartland Christian	USD 103	NWKTC
		Sacred Heart	

System Board Representative appointment forms will be sent out each October or November for the term expirations to occur January 1, or whenever there is a vacancy.

Executive Committee:

Representatives from **Gove, Logan, Sheridan, Trego** and **Wallace** counties will serve two-year terms beginning January 1 in odd-numbered years.

Representatives from **Cheyenne, Decatur, Norton, Sherman** and **Thomas** counties will serve two-year terms beginning January 1 in even-numbered years.

Executive Committee appointment forms will be sent out each September for the term expirations to occur the following January, in order that officers for the following year may be elected in October from among those who will remain on the Executive Committee.

Governor's Appointees:

Governor's Appointees are eligible to serve as long as they are Governor's Appointees. At least one member of the Executive Committee must be a Governor's Appointee. In the event this position is vacant and no county appoints a Governor's Appointee, the following schedule will be used to ask for a replacement Governor's Appointee to the Executive Committee: **1. Cheyenne 2. Decatur 3. Gove 4. Logan 5. Norton 6. Sheridan 7. Sherman 8. Thomas 9. Trego 10. Wallace**

NWKLS 2012 System Plan

NWKLS Staff

<u>POSITION</u>	<u>STAFF MEMBER</u>	<u>FTE</u>	<u>EDUCATION</u>
INTERIM DIRECTOR	GEORGE SEAMON	1.00	MLS
BPH SUBREGIONAL LIBRARIAN	MARY BOLLER	1.00	MLS
BUSINESS MANAGER/ACQUISITIONS	VALERIE ELLIOTT	1.00	MA
REFERENCE/ILL CLERK	LINDA KEITH	1.00	HS+
MAIL-A-BOOK/ROTATION CLERK	PATRICIA HAMMOND	1.00	HS+
CATALOGER	AURELIA JACKSON	1.00	MS
BPH CLERK	AMANDA DAVIS	.75	HS+

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EXECUTIVE COMMITTEE MEMBERS

<u>NAME</u>	<u>COUNTY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>	<u>TERM</u>	<u>POSTION</u>
MARCIA HICKERT	CHEYENNE	PO BOX 101	BIRD CITY KS	67731	785-734-2522	2011-12	AT LARGE
HELEN RHODES	DECATUR	PO BOX 33	JENNINGS KS	67643	785-678-2428	2010-11	AT LARGE
SHARON DUBOIS	GOVE	7830 CO RD CC	QUINTER KS	67752	785-754-2171	2011-12	AT LARGE
JODEE REED	LOGAN	621 CENTER AVE	OAKLEY KS	67748	785-671-3242	2011-12	AT LARGE
MARY LUEHRS	NORTON	708 N WABASH	NORTON KS	67654	785-877-5487	2010-11	2nd VICE CHAIR
MONA COUPAL	SHERIDAN	PO BOX 508	HOXIE KS	67740	785-675-3254	2011-12	CHAIR
KAREN GILLIHAN	SHERMAN	812 BROADWAY	GOODLAND KS	67735	785-890-6415	2010-11	SECRETARY
NANCY SADDLER	THOMAS	375 WEST 4 TH ST	COLBY KS	67701	785-462-2653	2010-11	1st VICE CHAIR
MARY PRICKETT	TREGO	416 N 12 TH	WAKEENEY KS	67672	785-743-2855	2011-12	TREASURER
STEPHANIE BROCK	WALLACE	PO BOX 36	WALLACE KS	67761	785-891-3762	2011-12	AT LARGE

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GOVERNOR'S APPOINTEES

<u>NAME</u>	<u>COUNTY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>	<u>TERM</u>
DARLA L. DEEDS	CHEYENNE	390 ROAD 31	BIRD CITY KS	67731	785-734-2586	EXP 6-30-13
JULIE CARTER	DECATUR	HC 1 BOX 10	JENNINGS KS	67643	785 678-2342	EXP 6-30-13
VIRGINIA R. BEESLEY	GOVE	PO BOX 26	QUINTER KS	67736	785-754-2501	EXP 6-30-13
REBEKAH PETERSON	LOGAN	2015 CEDAR CREST	MONUMENT KS	67747	785-846-7834	EXP 6-30-13
CONNIE JOHNSON	NORTON	PO BOX 251	NORTON KS	67654	785 877-2039	EXP 6-30-13
BETTE JAMES	SHERIDAN	1777 N ROAD 20 W	HOXIE KS	67740	785 675-3103	EXP 6-30-13
MARTIN K. MELIA	SHERMAN	1550 RD 65	GOODLAND KS	67735	785-899-3760	EXP 6-30-13
NANCY SADDLER	THOMAS	8 COTTONWOOD DRIVE	COLBY KS	67701	785 462-2069	EXP 6-30-13
CATHY SHERFICK	TREGO	HC 1 BOX 4	OGALLAH KS	67656	785 743-2643	EXP 6-30-11
STEPHANIE BROCK	WALLACE	PO BOX 36	WALLACE KS	67761	785 891-3762	EXP 6-30-10

Draft

FULL SYSTEM REPRESENTATIVES

<u>LIBRARY</u>	<u>REPRESENTATIVE</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>	<u>TERM</u>
ALMENA CITY	ELAINE JOHNSON	606 WASHINGTON	ALMENA KS	67622	785-669-2555	2011-14
USD 212 NORTHERN VALLEY	JOHN VINCENT	512 W BRYANT	ALMENA KS	67622	785-669-2445	2010-13
BIRD CITY PUBLIC	MARCIA HICKERT	BOX 101	BIRD CITY KS	67731	785-734-2785	2008-11
USD 103 CHEYLIN	DARLA DIBLE	BOX 28	BIRD CITY KS	67731	785-734-2341	2011-14
USD 314 BREWSTER	KATHY FULWIDER	PO BOX 220	BREWSTER KS	67732	785-694-2236	2008-11
NWKS HERITAGE CENTER	BRENDA CLAASSEN	105 MAIN	BREWSTER KS	67732	785-694-2621	2011-14
CLAYTON	MARY VANOVER	HC1 BOX 135	CLAYTON KS	67629	785-693-4393	2006-09
PIONEER MEMORIAL	DEBBIE TITTEL	375 WEST 4 TH	COLBY KS	67701	785-460-4470	2011-14
HF DAVIS MEMORIAL CCC	TARA SCHROER	1255 S RANGE	COLBY KS	67701	785-460-5487	2011-14
HEARTLAND CHRISTIAN SCHOOL	VACANT	1995 W. 4th	COLBY KS	67701	785-460-6419	2006-09
NWKS GROUND WATER	MELANY WILKES	375 W 4TH	COLBY KS	67701	785-460-4470	2011-14
SACRED HEART SCHOOL	SR. LORETTA PODLENA	1150 WEST 6 TH	COLBY KS	67701	785-460-2813	2011-14
USD 315 COLBY	VICKI EDGAR	210 N GRANT AVE	COLBY KS	67701	785-460-5100	2006-09
GOODLAND PUBLIC	KAREN GILLIHAN	812 BROADWAY	GOODLAND KS	67735	785-899-5461	2010-13
USD 352 GOODLAND	AIMEE STOFFEL	PO BOX 509	GOODLAND KS	67735	785-890-7561	2010-13
NW KS TECH COLLEGE	JOANN WAHRMAN	PO BOX 668	GOODLAND KS	67735	785-890-7631	2008-11
GOVE CITY	FRANK POWERS	319 SHERIDAN	GOVE KS	67736	785-938-2261	2008-11
USD 292 WHEATLAND	DONNA GARRETT	PO BOX 149	GRAINFIELD KS	67737	785-673-4223	2009-12
GRAINFIELD CITY	KIM HEIER	PO BOX 128	GRAINFIELD KS	67752	785-673-4350	2008-11
MOORE FAMILY	LYNETTE WOLF	2299 COUNTY RD EE	GRINNELL KS	67738	785-824-3277	2009-12
USD 291 GRINNELL	PATRICIA BAALMAN	PO BOX 267	GRINNELL KS	67738	785-824-3296	2008-11
SHERIDAN COUNTY PUBLIC	CINDY SCHNELLE	PO BOX 282	HOXIE KS	67740	785-675-2347	2009-12
USD 412 HOXIE	MONA COUPAL	PO BOX 508	HOXIE KS	67740	785-675-3286	2009-12
SHERIDAN CO HEALTH COMP	VACANT	826 18th St.	HOXIE KS	67740	785-675-3281	2005-08
JENNINGS CITY	HELEN RHODES	PO BOX 33	JENNINGS KS	67643	785-678-2666	2009-12
LENORA PUBLIC	SHARON BROYLES	BOX 230	LENORA KS	67645	785-567-4200	2010-13
NORCATUR CITY	BETSY JAKOWSKI	2976 T LN	NORCATUR KS	67653	785-693-4594	2010-13
NORTON COR FACILITY	CRAIG FOLEY	PO BOX 546	NORTON KS	67654	785-877-3389	2008-11
NORTON PUBLIC	MARY LUEHRS	1 WASHINGTON SQ	NORTON KS	67654	785-877-2814	2008-11
USD 211 NORTON	JANE BURTON	513 W WILBERFORCE	NORTON KS	67654	785-877-3338	2009-12
OAKLEY PUBLIC	VICTORIA HALBLEIB	700 WEST 3 RD	OAKLEY KS	67748	785-672-4776	2008-11
USD 274 OAKLEY	JODEE REED	118 WEST 7 TH	OAKLEY KS	67748	785-672-3241	2008-11

FULL SYSTEM REPRESENTATIVES

<u>LIBRARY</u>	<u>REPRESENTATIVE</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>	<u>TERM</u>
ST JOSEPH SCHOOL	VACANT	725 FREEMAN	OAKLEY KS	67748	785-672-4451	2008-11
OBERLIN CITY	MARIANNE LARUE	711 S COLE	OBERLIN, KS	67749	785-475-3295	2008-11
USD 294 OBERLIN	LINDA GLAZE	131 E COMMERCIAL	OBERLIN KS	67749	785-475-2231	2009-12
JAY JOHNSON PUBLIC	SHARON DUBOIS	7830 COUNTY RD CC	QUINTER KS	67752	785-754-3452	2009-12
USD 293 QUINTER	SANDII OSTMEYER	601 LONG	QUINTER KS	67752	785-754-3660	2009-12
USD 316 GOLDEN PLAINS	ORBA SMITH	210 W 6TH	SELDEN KS	67757	785-386-4560	2009-12
ST FRANCIS PUBLIC	MARTI SCHLITTENHARDT	118 E WHITTER	ST FRANCIS KS	67756	785-332-2244	2011-14
USD 297 ST FRANCIS	KAYE O'BRIEN	PO BOX 1110	ST FRANCIS KS	67756	785-332-8158	2011-14
SELDEN PUBLIC	GLORIA WALKER	209 S. IOWA	SELDEN KS	67757	785-386-4225	2009-12
SHARON SPRINGS PUBLIC	CATHY VAN ALLEN	BOX 640	SHARON SPRINGS KS	67758	785-852-4685	2009-12
USD 241 WALLACE COUNTY	MELISSA DART	521 N MAIN	SHARON SPRINGS KS	67758	785-852-4240	2011-14
WAKEENEY CITY	MARY PRICKETT	416 N 12 TH	WAKEENEY KS	67672	785-743-2855	2010-13
USD 208 WAKEENEY	KAREN COOK	HC-01 BOX 50	PALCO KS	67657	785-743-2472	2008-11
TREGO COUNTY HOSPITAL	JUDY HEARTING	111 OHIO AVE	COLLYER KS	67631	785-769-5265	2007-10
USD 242 WESKAN	CINDY HAROLD	PO BOX 155	WESKAN KS	67762	785-973-5222	2010-13
USD 275 TRIPLAINS	DAVID PORTER	PO BOX 97	WINONA KS	67764	785-846-7496	2011-14

NWKLS MEMBER LIBRARIES

NWKLS has nineteen public libraries:

<u>LIBRARY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>
ALMENA CITY	415 MAIN PO BOX 153	ALMENA KS	67622	785-669-2336
BIRD CITY PUBLIC	110 E 4 TH PO BOX 175	BIRD CITY KS	67731	785-734-2203
PIONEER MEMORIAL	375 WEST 4 TH	COLBY KS	67701	785-462-4470
GOODLAND PUBLIC	812 BROADWAY	GOODLAND KS	67735	785-899-5461
GOVE CITY	HWY 23 PO BOX 66	GOVE KS	67736	785-938-2242
GRAINFIELD CITY	242 MAIN PO BOX 154	GRAINFIELD KS	67737	785-673-4770
MOORE FAMILY	915 ADAMS PO BOX 159	GRINNELL KS	67738	785-824-3885
SHERIDAN COUNTY	801 ROYAL PO BOX 607	HOXIE KS	67740	785-675-3102
JENNINGS CITY	KANSAS AVE PO BOX 84	JENNINGS KS	67643	785-678-2666
LENORA PUBLIC	110 N MAIN PO BOX 247	LENORA KS	67645	785-567-4432
NORCATUR PUBLIC	301 E OSSIPEE PO BOX 89	NORCATUR KS	67653	785-693-4225
NORTON PUBLIC	1 WASHINGTON SQ PO BOX 446	NORTON KS	67654	785-877-2481
OAKLEY PUBLIC	700 WEST 3 RD	OAKLEY KS	67748	785-672-4776
OBERLIN CITY	104 EAST OAK	OBERLIN KS	67749	785-475-2412
JAY JOHNSON PUBLIC	411 MAIN PO BOX 369	QUINTER KS	67752	785-754-2171
ST FRANCIS PUBLIC	121 N SCOTT PO BOX 688	ST FRANCIS KS	67756	785-332-3292
SELDEN PUBLIC	109 S KANSAS PO BOX 244	SELDEN KS	67757	785-386-4321
SHARON SPRINGS PUBLIC	113 WEST 2 ND PO BOX 640	SHARON SPRINGS KS	67758	785-852-4685
WAKEENEY CITY	610 RUSSELL AVE	WAKEENEY KS	67672	785-743-2960

NWKLS has two club libraries:

<u>LIBRARY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>
NW KS HERITAGE CENTER	401 KANSAS PO BOX 284	BREWSTER KS	67732	785-694-2891
CLAYTON	HC 1 BOX 76	CLAYTON KS	67629	NONE

NWKLS has four community book deposits:

<u>LIBRARY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>
COLLYER	COLLYER COMMUNITY ALLIANCE	COLLYER KS	67631	785-769-5205
REXFORD	STEPPER BUILDING 105 MAIN	REXFORD KS	67753	785-687-2155
WALLACE	FIRE STATION	WALLACE KS	67761	NONE
WESKAN	WALLACE COUNTY COOP	WESKAN KS	67762	785-943-5422

NWKLS has eighteen participating school districts:

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USD	LIBRARY	ADDRESS	TOWN/STATE	ZIP	TELEPHONE
USD 212	NORTHERN VALLEY SCHOOL	512 W BRYANT	ALMENA KS	67622	785-669-2445
USD 103	CHEYLIN HIGH SCHOOL	605 BIRD AVE PO BOX 28	BIRD CITY KS	67731	785-734-2341
USD 314	BREWSTER HIGH SCHOOL	127 KANSAS AVE PO BOX 220	BREWSTER KS	67732	785-694-2236
USD 315	COLBY GRADE SCHOOL	210 N GRANT	COLBY KS	67701	785-465-5100
USD 315	COLBY MIDDLE SCHOOL	750 WEST THIRD	COLBY KS	67701	785-465-5200
USD 315	COLBY HIGH SCHOOL	1890 S FRANKLIN	COLBY KS	67701	785-465-5300
USD 352	GRANT JUNIOR HIGH SCHOOL	11 TH & MONTANA PO BOX 509	GOODLAND KS	67735	785-899-8224
USD 352	GOODLAND HIGH SCHOOL	1209 CHERRY PO BOX 509	GOODLAND KS	67735	785-899-5656
USD 292	GRAINFIELD GRADE SCHOOL	4 TH & ELM PO BOX 174	GRAINFIELD KS	67737	785-673-4365
USD 292	WHEATLAND HIGH SCHOOL	HWY 23 & 1-70 PO BOX 149	GRAINFIELD KS	67737	785-673-4223
USD 291	GRINNELL GRADE SCHOOL	202 MONROE PO BOX 126	GRINNELL KS	67738	785-824-3296
USD 291	GRINNELL HIGH SCHOOL	402 MONROE PO BOX 68	GRINNELL KS	67738	785-824-3277
USD 412	HOXIE GRADE SCHOOL	1117 ROYAL AVE PO BOX 969	HOXIE KS	67740	785-675-3254
USD 412	HOXIE HIGH SCHOOL	1625 QUEEN AVE PO BOX 989	HOXIE KS	67740	785-675-3286
USD 211	GARDNER MEMORIAL	513 W WILBERFORCE	NORTON KS	67654	785-877-3338
USD 211	EISENHOWER GRADE SCHOOL	1100 EISENHOWER DRIVE	NORTON KS	67654	785-877-5113
USD 274	OAKLEY HIGH SCHOOL	118 W 7 TH	OAKLEY KS	67748	785-672-3241
USD 274	OAKLEY JUNIOR HIGH	611 CENTER	OAKLEY KS	67748	785-672-3820
USD 294	DECATUR CO JR/SR HIGH SCHOOL	605 E COMMERCIAL PO BOX 298	OBERLIN KS	67749	785-475-2231
USD 294	OBERLIN ELEMENTARY SCHOOL	201 W ASH	OBERLIN KS	67749	785-475-2122
USD 293	QUINTER HIGH SCHOOL	6 TH & LONG PO BOX 459	QUINTER KS	67752	785-754-3660
USD 293	QUINTER GRADE SCHOOL	6 TH & GOVE PO BOX 429	QUINTER KS	67752	785-754-3741
USD 316	GOLDEN PLAINS HIGH SCHOOL	325 SCHOOL ST PO BOX 100	REXFORD KS	67753	785-687-3265
USD 316	GOLDEN PLAINS ELEMENTARY	210 WEST 6 TH PO BOX 199	SELDEN KS	67757	785-386-4559
USD 297	ST FRANCIS HIGH SCHOOL	100 COLLEGE PO BOX 1110	ST FRANCIS KS	67756	785-332-8158
USD 241	WALLACE COUNTY SCHOOLS	521 N MAIN PO BOX 580	SHARON SPRINGS KS	67758	785-852-4140
USD 208	WAKEENEY GRADE SCHOOL	612 JUNCTION AVE	WAKEENEY KS	67672	785-743-2472
USD 208	TREGO COMMUNITY HIGH SCHOOL	1200 RUSSELL	WAKEENEY KS	67672	785-743-2061
USD 242	WESKAN SCHOOL	155 BLVD PO BOX 155	WESKAN KS	67765	785-973-5422
USD 275	TRIPLAINS HIGH SCHOOL	5 TH & WILSON PO BOX 97	WINONA KS	67764	785-846-7496

NWKLS has three private school libraries:

<u>LIBRARY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>
ST JOSEPH SCHOOL	725 FREEMAN AVE	OAKLEY KS	67748	785-672-4451
HEARTLAND CHRISTIAN SCHOOL	420 MAIN MINGO	COLBY KS	67701	785-462-6419
SACRED HEART SCHOOL	150 W 6 TH ST	COLBY KS	67701	785-462-2813

NWKLS has six libraries of college, special and other types:

<u>LIBRARY</u>	<u>ADDRESS</u>	<u>TOWN/STATE</u>	<u>ZIP</u>	<u>TELEPHONE</u>
H.F. DAVIS MEMORIAL--CCC	1255 SOUTH RANGE	COLBY KS	67701	785-462-4689
NW KANSAS GROUNDWATER DIST #4	PO BOX 905	COLBY KS	67701	785-462-3915
NW KS TECH COLLEGE	BOX 668	GOODLAND KS	67735	785-899-3641
SHERIDAN CO HEALTH COMPLEX	826 18 TH ST PO BOX 167	HOXIE KS	67740	785-675-3281
NORTON CORRECTIONAL FACILITY	PO BOX 546	NORTON KS	67654	785-877-3389
TREGO COUNTY HOSPITAL	320 N 13 TH	WAKEENEY KS	67672	785-743-2182

NWKLS 2011 BUDGET

	2010 Budget	2010 Actual	2011 Budget	2012 Budget	Employee Benefit	State Aid	BPH	TOTAL
INCOME:								
System Tax	\$326,495	\$351,419	\$352,896	\$389,970	\$58,537			\$448,507
Carryover	\$31,000	\$52,371	\$22,806	\$40,000	\$2,263			\$42,263
Other		\$225.00						\$0
Cancelled Enc.		\$346.00						
Interest	\$3,000	\$2,186	\$1,000	\$2,000				\$2,000
Grants						\$70,000	\$52,000	\$140,000
Total:	\$360,495	\$406,547	\$376,702	\$431,970	\$60,800	\$70,000	\$52,000	\$632,770
EXPENSES:								
Audio-visual	\$7,000	\$6,999	\$7,000	\$8,000				\$9,400
Bibliographic Serv.	\$7,500	\$6,860	\$7,500	\$7,000				\$7,800
Bldg Utilities	\$7,000	\$6,184	\$7,000	\$7,500				\$7,000
Bldg. Maint.	\$2,735	\$3,533	\$2,860	\$3,000				\$2,860
Building Rent	\$8,500	\$8,500	\$8,500	\$12,500				\$8,500
Books	\$30,000	\$28,690	\$30,000	\$32,000				\$30,716
Cap Res & Out	\$1,000	\$413	\$1,000	\$16,000				\$1,000
Computer Support	\$1,000	\$1,108	\$1,000	\$2,500				\$1,000
Cont. Educ.	\$500	\$290	\$500	\$500				\$500
Contract. Services	\$16,260	\$16,868	\$16,520	\$20,000				\$19,692
Grants	\$69,000	\$70,827	\$69,000	\$72,000			\$3,000	\$69,000
Insurance	\$8,000	\$6,537	\$7,500	\$8,000				\$7,500
KPERS	\$14,992	\$14,992	\$14,362	\$15,000	\$5,800			\$20,237
KS Emp. Sec.	\$300	\$276	\$500	\$1,000				\$500
Misc	\$3,500	\$6,355	\$4,500	\$4,000				\$4,500
Off Equip Mntn.	\$100	\$0	\$100	\$0				\$100
Online Serv/Internet	\$300	\$29	\$300	\$300				\$300
Plan 125 Benefit	\$36,000	\$33,500	\$36,000	\$0				\$42,000
Health Insurance	\$0.00	\$195.00	\$0.00	\$35,000.00	\$35,000		\$7,800	\$0
Postage	\$12,000	\$7,075	\$10,500	\$7,500				\$10,500
Printing/PR	\$3,000	\$4,282	\$4,000	\$5,000			\$300	\$4,100
Required Fees	\$4,500	\$5,466	\$5,500	\$6,000				\$5,500
Salary/Wages	\$103,758	\$91,588	\$118,860	\$144,620		\$70,000	\$36,200	\$245,580
Social Security	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000			\$18,800
Subscriptions	\$1,200	\$1,258	\$1,200	\$2,300				\$1,200
Supplies	\$4,500	\$4,243	\$4,500	\$4,500			\$150	\$4,650
Telephone	\$850	\$673	\$1,000	\$750			\$600	\$1,600
Travel	\$14,000	\$13,248	\$14,000	\$14,000			\$3,950	\$14,800
Vehicle Mntn.	\$1,000	\$944	\$1,000	\$1,000				\$1,000
Workshops	\$2,000	\$1,119	\$2,000	\$2,000				\$2,000
Total:	\$360,495	\$342,052	\$376,702	\$431,970	\$60,800	\$70,000	\$52,000	\$542,335