

Public Library Section
Kansas Library Association

2007 PLS Fall Retreat Planning Meeting
Wednesday, August 22, 2007
Topeka-Shawnee County Public Library

Attendees: Marie Pyko, Rosanne Siemens, Cathy Newland, Sharon Moreland, Ruth Rodden, Kim Beets and Ken Werne. Denise Smith participated by phone.

Rosanne reported that 51 people had signed up for the retreat to date.

Talk Tables

- Ken will prepare a brief overview of these talk tables for the Welcome Packets
- We contacted the Spiritual Life Center to see if the cafeteria or another room would be available for 'break out' sessions, or if the weather is nice, we could convene one or two of the talk tables outside.
 - **Programs** (traditional library programming) – Facilitator, Cathy Newland
 - **Collections** (Spanish, games, music, etc.) – Facilitator, Denise Smith
 - **Services** (laptops, hours, Consortium, etc.)– Facilitators, Ken Werne and Sharon Moreland
 - **Buildings** (new, expansion, renovation, redecorating) – Facilitators, Hans Fischer and Kim Beets

Gina Milsap

Marie spoke with Gina about the make up of the attendees to this conference and Gina will include examples that will apply to both small and large libraries on how to organizing around the work.

Evening Event

Denise was unable to get us access to *Hollywood Librarian*, however, Rosanne suggested we show a brief film about Public Libraries produced by the Gates foundation and request additional copies of an accompanying brochure that can be used to facilitate a discussion after the video. Rosanne will facilitate the discussion. This event will take place at the Evergreen Branch, 7 miles from the Spiritual Life Center. Sharon will purchase microwave popcorn, bowls, M&Ms and nuts as snacks for this event.

Mary Bushing

Sharon is working to get materials and a program description from Mary Bushing. **Follow up – Mary has been in Scandinavia! She sent a program description to Sharon the day of this meeting.

Set Up

Some committee members will go Tuesday night, others will meet at the Spiritual Life Center by 10 a.m. on Wednesday to set up for the event.

Registration and Door Prizes Tables

- Ruth will decorate these tables and the podium in a tractor theme
- Door Prizes:
 - *In Cold Blood* – Denise created a basket w/ books & videos
 - John Deer Tractors – Cathy will create to go with our theme
 - KLA – Rosanne will prepare a tea-themed basket
 - TSCPL – Marie and Ruth will prepare a food-themed basket
 - Kansas Reads? – Would Vikki Jo want to create a basket?
- Rosanne volunteered to purchase thank you gifts for the presenters

Display Tables – Cathy will contact groups for possible display tables

- FoKL – Sue Blechl has already indicated they'll have a table
- Kansas Center for the Book – Roy/Vikki for Kansas Reads?
- State Library of Kansas – Patti Butcher will be contacted
- SLIM – Gretchen
- Education Foundation rather than Kansas Humanities Council

Welcome Folders – Kim volunteered to create labels and name tags

- Name Tags
- Agenda
- Mary's Handouts, if there are any
- Evaluation Form – Cathy will recreate and send
- Evergreen Branch Directions – Denise will create and send

Blog – Sharon will manage the blog again this year and continue to post hand outs and the like on the Web site as they are available.

Welcome

Marie and Denise will co-present the opening statements and speaker introductions.

Spiritual Life Center

We decided to purchase a small fruit tray and a small cheese tray for the Wednesday break with snacks.

Rosanne and Marie will work together to complete the room assignments
Marie will contact the Spiritual Life Center to get final confirmations and other information promised in the contract that hasn't arrived.

We will have a follow-up meeting via e-mail next week. Everyone is encouraged to send out 5 personal invitations to increase registration!