

MiFi Pilot Participants

December 2014

- New Partners!
- Best Practices
- Device Management
- Promotion/Survey/Statistics
- Project contacts

New Partners!

- Jetmore City Library
- Hamilton County Library, Syracuse
- Stanton County Public Library, Johnson

New to the project page

- <http://kslib.info/1107>
- **Documents and Quick Links** section
 - JetPack device documentation
 - Updated Informational Patron Card (states that device is to be deactivated after 7 days overdue)

Best Practices

- **Best practices – how should we track and share these?** (discussion)
- **New best practices**
- Verify the device's SIM card has not been changed or removed by checking the SIM number when it is returned to the library.
- Borrowers who experience any problems with the hotspot should return it immediately to the lending library. Borrowers should not attempt to repair the device.
- Always check out a charger and charging cord with the device
- For ease of use, place information on a label to bottom of device - similar to this:



Device Management

- New documentation for the JetPack MiFi devices is now available on the project page, Documents & Quick Links section:
 - Device operation
 - Device User Guide
 - Device FAQ

Promotional Materials/Patron Survey/Monthly Statistics

- All of the participating libraries should have received their tabletop sign and takeaway cards. Please contact [Candace Leduc](#) if yours haven't arrived.
- Remember to report your December circulation stats here: <http://kslib.info/FormCenter/Online-Forms-4/MiFi-Library-Statistics-60>
- Please be sure to let [Jeff Hixon](#) know your start date and when you send your local press release out. Only eight libraries have reported their dates so far. Once all the projects have launched, Candace will send out a statewide press release.
- Remember to send patron evaluations (<http://kslib.info/DocumentCenter/View/3870>) to [Candace](#) either by scanning and emailing or through the mail/courier. **Please send evaluations at least monthly.**

Project contacts list

- Ideally there should be at least two contacts listed for each pilot location. We would like to include onsite IT staff if you have any. Please send contact updates to [Jeff](#).

Mifi Pilot - Library contacts by location

- Atchison Public Library
- Gary Landeck, Director
glandeck@atchisonlibrary.org
-
- Carbondale City Library
- Alice Smith, Director
asmith@carbondalecitylibrary.org
-
- Clearwater Public Library
- Sue Koenig, Director cpldirector@sktc.net
-
- Coffeyville Public Library
- Katie Hill, Director kh@coffeyvillepl.org
-
- Effingham Public Library
- Amy Parton, Director
aparton@effinghamlibrary.net
-
- Goodland Public Library
- Karen Gillihan, Director
kareng@goodlandlibrary.org
-
- Great Bend Public Library
- Harry Willems, Director hwillems@ckls.org
- Diane Bott, Circulation Department
dbott@ckls.org
-
- Hamilton County Library (Syracuse)
- Joyce Armstrong, Director
director@syracuselibrary.info
-
- Haysville Public Library
- Betty Cattrell, Director
bettyj@haysvillecommunitylibrary.org
-
- Independence Public Library
- Julie Hildebrand, Director
julie.hildebrand@iplks.org
- John Long, Network Administrator
john@iplks.org
-
- Jay Johnson Public Library (Quinter)
- DesiRae Churchwell, Director
jjplquinter@gmail.com
-
- Jetmore City Library
- Jacque Sherrill, Director jetpl@jetpl.info
-
- Leavenworth Public Library
- Matt Nojonen, Director
mnojonen@lvplks.org
-
- Lyndon Carnegie Library
- Sara Walker-Hitt, Director
sarahwh@lyndonlibrary.org
-
- Mary Cotton Public Library (Sabetha)
- Kim Priest, Director
kimpriest@sabethalibrary.org
-
- Meriden-Ozawkie Public Library
- Jerie Tichenor, Director
jtichenor@meriden.lib.ks.us
-
- Silver Lake Public Library
- Cathy Newland, Director
cnewland@silverlakelibrary.org
-
- Stanton County Public Library (Johnson)
- Denise Smith, Director
director@stantoncountylib.info
-
- Wetmore Public Library
- Misty Ballenger, Director
director@wetmorepubliclibrary.org
-
-
- State Library
- Jo Budler, State Librarian
jo.budler@library.ks.gov
- Jeff Hixon, Director, Statewide Services
jeff.hixon@library.ks.gov
- Candace LeDuc, Communications
Coordinator candace.leduc@library.ks.gov
- Alan Pine, Library Services Technician
alan.pine@library.ks.gov

Next Meeting

- **Friday, January 16, 2015 – 2:00 p.m.**
- Send comments, observations, agenda times to:
 - General Questions
Jeff Hixon
785-296-3154
jeff.hixon@library.ks.gov
 - Device Management
Alan Pine
785-296-2610
alan.pine@library.ks.gov
 - Promotional Materials/Patron Survey/Monthly Statistics
Candace LeDuc
785-291-3230
candace.leduc@library.ks.gov
- Thank you for joining us!