



# From Needs to Numbers: A Hands-On Budget Workshop for Library Trustees and Directors

## *NEKLS 2011 Library Trustee Workshops*

Choose one of 5 sessions offered March 21—25  
at various locations throughout the system.

The topic of this year's trustee training—by popular demand—is library budgeting. For that reason, the workshops are scheduled for March, rather than July, with information and activities to inform the budget you are working on this spring. As always, a variety of days and times are available—so choose the session that best fits your busy schedule. Participation is free and includes lunch or dinner.

In preparation for the workshops, please gather the following items:

1. City Charter Ordinance affecting the library levy, if one exists
2. 2010 Year-end financial report
3. 2011 Budget
4. 2012 plans, ideas, projects, initiatives, new or extended services, hopes and dreams

Attendance at this workshop covers Core Skill Three for the Kansas Library Trustee Certification Program. It also satisfies the NEKLS accreditation requirement that library board members attend at least one continuing education activity each year.



### NEKLS 2011 TRUSTEE TRAINING WORKSHOP REGISTRATION

Name(s) \_\_\_\_\_

\_\_\_\_\_ Your Library \_\_\_\_\_



Which session will you attend? **Please check ONE.**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> DISTRICT LIBRARIES SESSION<br>Monday, March 21, 5:30 – 8:30 p.m.<br>Basehor Community Library<br>1400 N. 158th St., Basehor 66007 | <input type="checkbox"/> Tuesday, March 22, 5:30 – 8:30 p.m.<br>Winchester Community Building<br>411 Spruce St., Winchester 66097 | <input type="checkbox"/> Thursday, March 24, 5:30 – 8:30 p.m.<br>Corning Community Center<br>6611 7th St., Corning 66417          |
|  | <input type="checkbox"/> Wednesday, March 23, 5:30 – 8:30 p.m.<br>Osage City Community Center<br>517 S. 1st, Osage City 66523     | <input type="checkbox"/> Friday, March 25, Noon – 3:00 p.m.<br>Northeast Kansas Library System<br>4317 W. 6th St., Lawrence 66049 |

Mail or fax this form to NEKLS, register online ([www.nekls.org/nekls-services/event-registration](http://www.nekls.org/nekls-services/event-registration)), or contact Teri Nelson at the NEKLS office by phone or e-mail ([tnelson@nekls.org](mailto:tnelson@nekls.org)). There is no fee for the workshop. Each session will begin with a light meal. All facilities are accessible. Let us know if you require special accommodations.

**Please register by Wednesday, March 16. When possible, let us know about last minute changes in attendance.**

Northeast Kansas Library System  
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