

**Administrative Services Report
Southwest Iowa Library Service Area
August 2004**

a) New computer for Sue. We purchased a new computer for Sue in July--hers is the oldest computer, and has been creating problems for some time; since she uses it so much she had the greatest need for a new machine--a Dell. Karen's computer is the next one due for upgrade.

b) Trustee Advocates. We now have 16 advocates, and I will begin to subscribe them the mail list set up for them, and poll them on when they would like to meet. Hopefully, the group will grow, but 16 is a good start, and if we can 16 more people actively advocating for libraries, we will make progress.

c) Pathfinder/LSTA Project. The project is nearly complete: the three LSAs are holding workshops this month. The website is in place, the "Top Ten" pathfinders are finished and posted, and the toolkit is nearing completion. We will be doing various evaluation activities, and some marketing activities but the grant portion of the project is nearly complete.

Upcoming:

August 23	Guthrie County Association meeting
August 26	Lead Team meeting
September 9	LSA Trustee Executive Council meeting, Waukee PL
September 10	Retelling Stories workshop, Corning
September 21	Town Meeting, Clarinda
October 6	Lead Team meeting
October 13-15	Iowa Library Association conference, Sioux City