

SCKLS Executive Committee Minutes
May 21, 2004
Krehbiel Science Center, Bethel College
9:30 a.m.

Those in attendance were, Judy Bennett, Janet Brown, Tresia Dodson, John Ellert, Reta Graber, Kate Field, Marilyn Hurst, Janice Sharp, Christie Snyder, Nancy Soldner and Gail Stucky.

Also attending were Paul Hawkins and Ruth Krueger.

Not attending were Jane Barnard and Patti Brace.

Tresia Dodson called the meeting to order and introduced Janet Brown, the new Regents Representative to the Executive Committee.

The agenda for the May 21, 2004 meeting and the minutes from the April 16, 2004 meeting were presented. It was pointed out that the Staff Confidentiality and Communications Policy is to be returned to the Executive Committee at their May meeting.

Motion: John Ellert moved and Reta Graber seconded that the agenda for the May 21, 2004 meeting and the minutes of the April 16, 2004 meeting be accepted as corrected. Motion passed.

Paul Hawkins reported that the first payment of the Grants in Aid was mailed and the second payment will be made in late October along with the supplemental grant payment. Also, the first award round of the Matching Tech Grants were mailed out and the second award round will be paid in November. There was a question about the checks to Hutchinson Public Library for petty cash reimbursement and supplies purchased. Paul hopes to have that resolved within six months.

The Executive Committee packet included a memo from Tresia Dodson noting that the ad hoc Finance Committee had been discontinued with the hiring of a new SCKLS Director.

Motion: Nancy Soldner moved and Judy Bennett seconded that the April SCKLS financial report be accepted as presented. Motion passed.

In his Director's Report, Paul highlighted comments from his written report. Janet Brown is the new Regents' Library Representative from Wichita State University. In the past, this position along with the Major Resource Center I and Major Resource Center II positions have not had term limits. Paul recommended that they should be included for nominations for four-year terms at the next Semi-Annual Business Meeting.

Our Library Services and Technology Act Special Population Grant was funded by the State Library Advisory Commission/LSTA Advisory Council for \$3,750. The title of the grant is "Jump Start your Job Skills."

Paul has arranged for Roger Carswell to present the proposed Kansas Library Laws Revisions to SCKLS members on Wednesday, July 29th in Wichita. Roger was chairman of the task force that developed the Library Laws Revisions.

So far seventy ballots have been returned with everyone voting to approve the 2005 Annual Plan and Tentative Budget. The deadline is May 28th.

Old Business:

The Confidentiality and Communications Policy was discussed. Minor changes in wording were made after discussion.

Motion: John Ellert moved and Janice Sharp seconded that the Confidentiality and Communications Policy be accepted as amended. Motion passed.

New Business:

Motion: Marilyn Hurst moved and Gail Stucky seconded that Janet Brown be approved as the Regents Representative to the Executive Committee. Motion passed.

Tresia and Paul referred to the SCKLS Executive Committee Critical Decisions for 2004 memo. It includes information, some that has been discussed and some that has not been discussed, but needs to be formalized. The memo included SCKLS Organizational Identity and Mission, SCKLS 2005 Salaries and Benefits, HPL/SCKLS 2005 Health Insurance Plan, HPL Interlibrary Loan and Reference Contract and State Talking Books Contract. Paul was directed to begin looking for a new location for the SCKLS offices. SCKLS is currently paying HPL \$33,200 annual rent for just under ten thousand square feet of space.

Tresia asked for volunteers for an ILL and Reference Contract Committee being formed. The committee is to determine whether to renew the contract for services with HPL and what items to negotiate. Kate Field, Gail Stucky and Janet Brown volunteered to serve on the committee.

Funding for the Talking Books Service is from the State Library and LSTA. Toni Harrell, Nancy Malone and Paul will meet June 2nd to start gathering information. There is currently a move away from audio books to disc books.

Paul then referred to his Expanded Children's Services Projects memo. He proposed using \$5,000 from the Contingency line item to purchase and develop thirty new

circulating puppet plays. Julie Tomlianovich will implement this project. The puppet plays will be available to libraries, not to individuals.

Motion: Judy Bennett moved and Janice Sharp seconded that \$5,000 from the Contingency line be used to purchase and develop thirty new puppet plays. Motion passed.

Paul proposed using \$1,500 from the Contingency line item to provide a \$50 grant to each of the thirty member libraries that have scheduled to host a WALA (Wichita Area Library Association) Traveling Show Performance during the summer of 2004. The performance provides children and adults an entertaining thirty minute program to encourage reading. The average audience for the performance is 100. Judy Bennett expressed reservations regarding the WALA Traveling Show and its status as a WALA sanctioned program. Following discussion, it was decided to have Paul develop a proposal for 2005 that would provide additional financial support for each member library that participates in the Summer Reading Program.

The Wichita Area Technical College has petitioned SCKLS for membership. Technical colleges can be independent from school districts. It was pointed out that the governing body for WATC is Wichita Public Schools USD #259. The official status of Wichita Public School is that they are already a member of SCKLS. It was decided to table the matter and clarify the status of WATC from USD #259.

Tresia asked for nominations for Kan-Ed. She would like for the SCKLS board to get more involved in Kan-Ed and this is a good opportunity. John Ellert said he would submit his name if nobody else did. Janice Sharp said she would as a last resort.

Paul showed a copy of the Kansas Traveler publication. SCKLS has been asked to assist in the distribution of the publication to public libraries. There is commercial advertising in the publication. They would like to have five copies distributed to the public libraries through the rotating book truck. It would be up to the individual libraries to follow up with the publication if they are interested.

Motion: Christie Snyder moved and Marilyn Hurst seconded that SCKLS participate in the first distribution only. Motion passed.

Motion: Marilyn Hurst moved and John Ellert seconded that the meeting be adjourned at 11:10. Motion carried.

Respectfully submitted,