

June 21, 2004  
SCKLS Executive Committee Minutes  
Little River City Building  
9:30 a.m.

Committee members attending were Tresia Dodson, John Ellert, Janice Sharp, Janet Brown, Judy Bennett, Patti Brace, Kate Field, Marilyn Hurst, Reta Graber and Gail Stucky. Also attending were Paul Hawkins and Sharon Barnes. Not present were Christie Snyder, Nancy Soldner and Jane Barnard.

President Tresia Dodson called the meeting to order.

The agenda for the June 21, 2004 meeting and the minutes of the May 21, 2004 meeting were presented.

Motion: John Ellert moved to approve the current agenda and the minutes of the May meeting. Janice Sharp seconded, motion carried.

Financial report: Director Paul Hawkins noted that the auditors finished their work at the end of May and he expects to receive a completed audit next month. Auditors from the firm will attend the August meeting in Inman to present the report.

Motion: Judy Bennett moved to accept the financial report, Janice Sharp seconded, motion carried.

Director's report: Paul Hawkins reported on the State Library Advisory Commission meeting on Friday, June 18<sup>th</sup>. Representatives of all seven regional systems presented updates of current issues and events in their regions. State Librarian Duane Johnson commended SCKLS for the recent Employee Benefits workshop and member Ellen Miller complimented the budget narrative.

The Wichita Area Technical College, which had expressed interest in SCKLS membership, will become a separate entity from USD 259 effective July 1, 2004, and will resubmit its petition for system membership after that time.

The Talking Books program was discussed. SCKLS receives \$64,000 - \$67,000 annually for providing the service; the extent of the service statewide has been reported to be virtually static with roughly 1,000 patrons being served by the SCKLS subregional. The amount of space required to house the operation could be reduced by weeding and other downsizing possibilities will be studied. Toni Harrell will be available for consultation and Paul will meet with Duane Johnson regarding the implications of closing the SCKLS subregional.

Tresia Dodson complimented the SCKLS staff on the Current News section of the web site and for the List-Serv which has proved to be very useful.

Old business: Paul presented Processing Services Recommendations. Discussion ensued, including questions regarding assurance of continued quality of bibliographic records, whether the charge for card sets and MARC records should be the same and what the per-library threshold for free records should be. Paul will put together a spreadsheet detailing various scenarios that he will present at the September meeting.

New business: The annual GAAP waiver resolution, which excludes an organization from federal accounting methods and allows for following state standards, was discussed.

Motion: Marilyn Hurst moved to approve the resolution, Janice Sharp seconded, motion carried.

Paul presented information on RFPs for bookkeeping and payroll services and explained the proposals from five firms and answered questions.

Motion: Janice Sharp moved to authorize Paul to contract for a 6-month period beginning July 1 with one of the two finalist accounting firms after he clarifies some minor details of their proposals. John Ellert seconded the motion. A vote was taken and the motion carried.

Motion: Patti Brace moved to change the date of the August meeting of the Executive Committee to August 13<sup>th</sup> to allow for the required public budget hearing. Judy Bennett seconded. Motion carried. The meeting will be held in Inman.

Motion: John Ellert moved to adjourn the meeting. Marilyn Hurst seconded, the motion carried and the meeting was adjourned at 10:45 a.m.

Signed,

Sharon Barnes