

August 20, 2004
SCKLS Executive Committee Minutes
Spiritual Life Center, Wichita
9:30 a.m.

Committee members attending were Tresia Dodson, John Ellert, Jane Barnard, Nancy Soldner, Judy Bennett, Gail Stucky, Reta Graber, Marilyn Hurst, Janet Brown, Janice Sharp and Kate Field. Members not in attendance were Christie Snyder and Patti Brace. Also attending were Paul Hawkins, Sharon Barnes, Ted Morris, and Amy Burton.

President Tresia Dodson called the meeting to order. Paul Hawkins introduced Ted Morris, the new Member and Staff Support Specialist.

The agenda for the August 20, 2004 meeting and the minutes of the July 16, 2004 meeting were presented.

Motion: Marilyn Hurst moved to approve the current agenda and the minutes of the June meeting. Kate Field seconded, motion carried.

Paul Hawkins received a thank you note from Dianne Bogle for the recognition of her years of service. He also verified, responding to a question from the previous meeting, that a payment to United Way was a payroll deduction from an individual employee.

Financial report: The financial statement was provided in two formats; a detailed report and a summary. The summary provided information on receipts and expenditures for the General Operating Fund, Special Revenue Funds (including Capital Improvement, Employee Benefits, Kansas State Aid and others), and the new Internal Service Fund (book processing), which was recommended by the auditors. Additional details of income and expenses for each fund were also included in the summary. Board members preferred the summary statement, and requested that future statements also include a comparison to the previous year's activity for the same period, the YTD percentage of the budget used in addition to the actual dollar amount, and a list of warrants.

Motion: Nancy Soldner moved to approve the financial report, Janet Brown seconded, and the motion carried.

Director's report: Paul Hawkins reported on the status of bookkeeping and payroll services, the Library Law Revisions meeting and that both job openings have been filled. Ted Morris began work on August 2 and Mia Wilson, the Administrative Support Specialist, will begin work on August 23rd.

Old business: The Wichita Area Technical College is now apparently under the auspices of Sedgwick County, and no longer under the Board of Regents. Their petition for SCKLS membership will need to be revised or resubmitted.

Motion: John Ellert moved to table the issue pending clarification, Jane Barnard seconded and the motion carried.

New business: Amy Burton, representing the firm Swindoll Janzen Hawk & Loyd of McPherson, presented and explained the audit report. A number of the recommendations arising from the audit have already been put into practice as part of the transition; some no longer no longer apply and others will be implemented in the next several months.

Motion: Marilyn Hurst moved to accept the auditor's report, John Ellert seconded. Motion carried.

Resolution 2004-02, which provides for increased spending in the 2005 Budget, was authorized.

Motion: Jane Barnard moved to approve the resolution and Janice Sharp seconded. The motion carried.

The 2005 Budget Hearing was held. The proposed budget listed the amount of tax needed for 2005 would be \$1,592.463.00. There were no members of the public present for comment.

Paul reported that ESSDACK has offered to videotape, broadcast and/or archive the Executive Committee meetings at no charge. It was noted that the agenda and minutes are posted on the SCKLS web site and are therefore available to the public. The offer was declined with thanks.

Motion: John Ellert moved to go into executive session until 11:15 a.m. to discuss real estate acquisition. Jane Barnard seconded, motion carried, and the executive session began at 10:53.

The open meeting resumed at 11:15. Marilyn Hurst moved to return to executive session to continue the discussion for a time period not to exceed 20 minutes. Janice Sharp seconded, the motion carried, and the second executive session began at 11:16. The open meeting resumed at 11:30.

Motion: John Ellert moved to authorize Paul Hawkins to continue with discussions for the acquisition of property. Janice Sharp seconded, motion carried.

The next meeting of the Executive Committee is scheduled for Friday, Sept. 17 at the Ida Long Goodman Library in St. John.

Motion: Kate Field moved to adjourn the meeting. Marilyn Hurst seconded, the motion carried, and the meeting was adjourned.

Sharon Barnes, Secretary