

September 17, 2004
SCKLS Executive Committee Minutes
Ida Long Goodman Library, St. John
9:30 a.m.

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

President Tresia Dodson called the meeting to order. John Ellert introduced Deb Simpson, Manager of the Wichita Public Library Comotara Branch, who is the nominee to fill John's expiring term representing the Major Resource Center II library.

The agenda for the September 17, 2004 meeting and the minutes of the August 20, 2004 meeting were presented. Tresia Dodson noted the addition of the ILL/Reference contract as an item of new business on the agenda.

Motion: Judy Bennett moved to approve the current agenda and the minutes of the August meeting. Janice Sharp seconded, motion carried.

Financial report: A question from the previous meeting was answered, regarding property added to the SCKLS taxing region. The financial statement incorporated the suggestions from the previous meeting including a statement of cash receipts and expenditures, actual and budgeted. Executive Committee members generally agreed that this format was more informative and easier to read. Various line items in terms of the percentage of budget expended or unexpended to date were identified and explained.

Motion: Janice Sharp moved to accept the financial report, John Ellert seconded, and the motion carried.

Director's report: A written report was submitted and there were no questions from executive committee members.

Old Business: There was no old business on record.

New business: The SCKLS Interlibrary Loan/Reference Committee met on September 13 and written recommendations from the committee were presented for consideration.

Discussion of interlibrary loan funding, processes and procedures followed.

Motion: John Ellert moved not to renew the interlibrary loan contract with Hutchinson Public Library for 2005 and to provide SCKLS interlibrary loan services as outlined in the committee's written recommendations. Marilyn Hurst seconded the motion. It was reiterated that unexpended funds not used in the salary and benefits for the interlibrary loan position and not used for the SCKLS relocation be returned to member libraries as part of the 2005 supplemental grants to help defray ILL costs. Motion carried.

The contract for the Talking Books Service was received on Wednesday, Sept. 8. After reviewing information regarding the service and its associated costs above the amount of contract Director Paul Hawkins recommended to renew the contract for the 2004-2005 fiscal year and to begin negotiating a transfer of the service to the Hutchinson Public Library or the Kansas State Library by the end of the contract year.

Motion: Patti Brace moved to renew the 2004-2005 Talking Books contract and allow for the transfer of the service at the end of the contract period. John Ellert seconded, motion carried.

A sample ballot for electing Executive Committee members was distributed. There is room on the ballot for nominations from the floor. Director Hawkins thanked members for their willingness to continue volunteering their time to serve on the committee.

John Ellert moved to adjourn to executive session for 15 minutes to discuss acquisition of real estate. Janice Sharp seconded, motion carried. The executive session began at 10:35 a.m. The open meeting resumed at 10:50 a.m.

Motion: John Ellert moved to approve an environmental study on the property under consideration with the amount not to exceed \$5,000 to be paid from the contingency fund. Nancy Soldner seconded, motion carried.

The committee members thanked Christie Snyder for hosting and the meeting was adjourned.