

January 20, 2012

SCKLS Executive Committee Minutes

South Central Kansas Library System Facility, 321 N Main, South Hutchinson, KS  
9:30 a.m.

Committee members attending were Barbara Lilyhorn, Janice Sharp, Deb Simpson, Nan Myers, Gail Stucky, Susan Woodard, Martha Fee, Jean Volk, Steve Read, Robert Kelly, Beth Evans and Jane Lee. Also attending were Paul Hawkins, Mia Wilson and Tom Taylor.

Chair Barbara Lilyhorn called the meeting to order at 9:30 am.

Introduction of Robert Kelly, Two and Four Year Academic Library Representative was presented by Barbara Lilyhorn.

The agenda for the January 20, 2012 meeting and the minutes of the December meeting were presented.

Motion: Deb Simpson moved to approve the current agenda and the December minutes. Jean Volk seconded and the motion carried.

Financial report: Paul Hawkins gave information on the Expenses by Vendor Detail report for December.

Motion: Janice Sharp moved to accept the financial reports from December. Susan Woodard seconded and the motion carried.

Director's report: A written report was provided. In addition the Director reported that staff are preparing to survey member public and school libraries about what services are used and needed.

Old business: None.

New business:

The Continuing Education Report was presented by Tom Taylor, Member Services Coordinator. SCKLS staff is preparing new technology trainings which include e-reader training. Other trainings this year include multiple sessions on the new platforms for audiobooks and e-books and a technology training week in March.

Authorization for South Central Kansas Library Foundation credit card was presented by Paul Hawkins. A written memo was included with the presentation.

Motion: Susan Woodard moved that the SCKLS Executive Committee/South Central Kansas Library Foundation Board of Directors to authorize the application and issuance of a South Central Kansas Library Foundation Visa credit card to the SCKLS/SCKLF Director for organizationally – related purposes. Martha Fee seconded and the motion carried.

Acknowledgment and authorization of SCKLS and SCKLF financial accounts was presented by Paul Hawkins. A written memo was included with the presentation.

Motion: Jean Volk moved that the SCKLS Executive Committee/South Central Kansas Library Foundation Board of Directors to acknowledge and authorize the continuance of the following accounts and/or deposits at the designated financial institutions as detailed in the Acknowledgement and Authorization of Financial Accounts Memo of January 13, 2012. Deb Simpson seconded and the motion carried.

Outline for the 2013 Annual Plan and Tentative Budget process was presented by Paul Hawkins. A written memo was provided.

Executive Session for Employment Issues

Motion: Jean Volk moved the Executive Committee to recess into executive session to discuss employment issues and to protect employee privacy, and that the session begins at 10:31 a.m. and reconvenes in open meeting at 10:34 a.m. Martha Fee seconded and the motion carried.

Motion: Janice Sharp moved to reconvene in open meeting at 10:34 a.m. with no binding action. Steve Read seconded and the motion carried.

Meeting adjourned at 10:35 a.m.

Mia Wilson  
Recorder