

December 21, 2012

SCKLS Executive Committee Minutes

South Central Kansas Library System Facility, 321 N Main, South Hutchinson, KS

9:34 a.m.

Committee members attending were Barbara Lilyhorn, Jean Volk, Deb Simpson, Beth Evans, Gail Niles Stucky, Susan Woodard, Martha Fee, Janice Sharp, Kristin Sen, Robert Kelly, and Nan Myers. Not in attendance were Steve Read and Jane Lee. Also attending were Paul Hawkins and Mia Wilson.

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

The agenda for the December 21, 2012 meeting and the minutes of the November meeting were presented.

Motion: Janice Sharp moved to approve the current agenda and the November minutes. Susan Woodard seconded and the motion carried.

Tour of the SCKLS facility improvements for the past year was presented by Paul Hawkins.

Financial report: Paul Hawkins gave details on the General Operating Fund Expenditures report and Expenses by Vendor Detail report for November.

Motion: Martha Fee moved to accept the financial reports from November. Deb Simpson seconded and the motion carried.

Director's report: A written report was included in the packet to the committee. Awards for the Competitive Automation Grants, General Technology Grants and E-Books Matching Grants for member libraries were presented to the Executive Committee.

New business:

Election of Chair, Vice-chair and Secretary Treasurer were presented by Barbara Lilyhorn.

Motion: Robert Kelly moved to elect Barbara Lilyhorn as Chair, Gail Niles Stucky as Vice-chair and Jean Volk as Secretary Treasurer. Beth Evans seconded and the motion carried.

Approval of City of Langdon request for Rotating Collections Services was presented by Paul Hawkins. A written memo was included as part of the presentation.

Motion: Martha Fee moved to approve the Rotating Collections Services to the City of Langdon for 2013. Janice Sharp seconded and the motion carried.

Report and Approval of Official SCKLS Membership List was presented by Paul Hawkins. A written memo was included as part of the presentation.

Motion: Beth Evans moved to approve the Official SCKLS Membership List. Nan Myers seconded and the motion carried.

Authorization of the 2012 Capital Improvement Transfer and Authorization of 2013-2017 Capital Improvement Plan which included a written memo and plan was presented by Paul Hawkins.

Motion: Janice Sharp moved to transfer up to \$75,000 from the General Fund to the Capital Improvement Fund and to authorize the 2013-2017 Capital Improvement Plan. Susan Woodard seconded and the motion carried.

Executive Session for Director's Evaluation

Motion: Jean Volk moved the Executive Committee to recess into executive session to discuss the Director's evaluation and to protect employee privacy, and that the session in which no binding action will be taken, begins at 10:31 a.m. and reconvenes in open meeting at 10:47 a.m. Janice Sharp seconded and the motion carried.

Motion: Janice Sharp moved to reconvene in open meeting at 10:47 a.m. with no binding action. Nan Myers seconded and the motion carried.

Authorization of 2013 Director's Salary was presented by Barbara Lilyhorn.

Motion: Susan Woodard moved to authorize the Director's salary with a 3% merit increase for 2013. Janice Sharp seconded and the motion carried.

Deb Simpson and Beth Evans were recognized for their service on the Executive Committee for their last meeting today.

Meeting adjourned at 10:55 a.m.

Mia Wilson
Recorder