

February 15, 2013

SCKLS Executive Committee Minutes

Goodman Memorial/St John School, 406 North Monroe, St John, KS.

9:30 a.m.

Committee members attending were Barbara Lilyhorn, Janice Sharp, Nan Myers, Gail Stucky, Steve Read, Jane Lee, Katherine Menon, Kristin Sen, Jean Volk and Patti Brace. Also attending were Paul Hawkins, Mia Wilson, Lisa Sharbaugh, Katherine Goodenberger and Sharon Barnes. Not in attendance were Susan Woodard, Robert Kelly and Martha Fee.

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

A tour of the Goodman Memorial Library was presented by Christie Snyder, Director.

The agenda for the February 15, 2013 meeting and the minutes of the January meeting were presented.

Motion: Janice Sharp moved to approve the current agenda and the January minutes. Jean Volk seconded and the motion carried.

Financial report: Paul Hawkins gave information on various funds and the Expenses by Vendor Detail report for January.

Motion: Jane Lee moved to accept the financial reports from January. Janice Sharp seconded and the motion carried.

Director's report: A written report was provided. In preparation for our annual audit the annual inventory was completed by SCKLS staff in January. Paul stressed the importance of having a good inventory process to prevent theft and fraud.

Old business: None.

New business:

Overview of Resource Description and Access Cataloging was presented by Lisa Sharbaugh and Katherine Goodenberger. These changes to cataloging are to make it more compatible with current technology, user friendly, better flexibility, and easier to understand. Library of Congress, other National Libraries and OCLC will be implementing RDA in March 2013. SCKLS will be implementing in September 2013. A RDA presentation will be available to member libraries during Tech Week in April.

Overview of Digitization Services was presented by Sharon Barnes. Many items can be digitized for safe keeping such as photos, maps, letters, audio and video. Many SCKLS libraries are digitizing items. SCKLS is here to help with consulting, planning and grants for digitization. A presentation on digitization services will be available to member libraries during Tech Week in April.

Break

Preliminary Discussion of 2014 Annual Plan and Tentative Budget was presented by Paul Hawkins. A written memo was included as part of his presentation.

Motion: Nan Myers moved that \$97,548 from the 2013 Rebates Contingency Line Item be reallocated to the Grants-in-aid: Public and & Academic Line Item and applied to the grant-in-aid formula in September 2013 and used to reimburse member public and academic libraries for out-of-district borrowers and interlibrary loans to other libraries. Jean Volk seconded and the motion carried.

Adjournment

The next regular meeting will be held Friday, March 15 9:30 a.m. at the South Central Kansas Library System.

Mia Wilson
Recorder