

January 10, 2014

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, Nan Myers, Gail Stucky, Susan Woodard, Steve Read, Jane Lee, Katherine Menon, Kristin Sen, Jeff Roberson and Eldon Younce. Also attending were Paul Hawkins and Mia Wilson. Not in attendance were Patti Brace, Jean Volk and Robert Kelly

Chair Barbara Lilyhorn called the meeting to order at 9:35 am.

Introduction of two new committee members Jeff Roberson, Major Service Center II Representative and Eldon Younce, Service Center I Representative were presented by Barbara Lilyhorn.

The agenda for the January 10, 2014 meeting and the minutes of the December meeting were presented.

Motion: Steve Read moved to approve the current agenda and the December minutes. Susan Woodard seconded and the motion carried.

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

Motion: Kristin Sen moved to accept the financial reports from December. Jane Lee seconded and the motion carried.

Director's report: A written report was provided. Upcoming Continuing Education events memo and an article "Needing Our (Civic) Space" by Patsy Terrell in the Kansas Government Journal were distributed to the committee.

Old business: None.

New business:

Executive Committee Member Roles and Responsibilities were presented by Paul Hawkins. The general authority to set policy, perform legal functions, hire a director, and conduct system business on a month-to-month basis between meetings of the system board derives from state statute and SCKLS Bylaws. Conflict of interest and confidentiality were explained along with the roles of the Executive Committee and Director regarding various employment topics. The information covered was based on the memo Executive Committee Roles and Responsibilities.

Report of Compensation Committee was presented by Barbara Lilyhorn. Items for consideration were 2014 salary adjustments, new wellness benefit and longevity pay.

Motion: Nan Myer moved to accept compensation report. Katherine Menon seconded and the motion carried.

Recommendations for 2014 Salary Adjustments were presented by Barbara Lilyhorn.

Motion: Steve Read moved to authorize five salary adjustments as presented in the January 3, 2014 Compensation Committee Report. Eldon Younce seconded and the motion carried.

Consideration of Recommendation for New Wellness Program Benefit was presented by Barbara Lilyhorn.

Motion: Nan Myer moved to authorize an annual Wellness Program Benefit as presented in the January 3, 2014 Compensation Committee Report. Katherine Menon seconded and the motion carried.

Consideration of Recommendation for New Longevity Pay was presented by Barbara Lilyhorn

Motion: Kristin Sen moved to authorize of an annual Longevity Pay as presented in the January 3, 2014 Compensation Committee Report. Gail Stucky seconded and the motion carried.

Outline for 2015 Annual Plan and Tentative Budget Process was presented by Paul Hawkins. At the February Executive Committee meeting, Paul will be presenting information and discuss in detail the following budgetary considerations for 2015. In March the 2015 draft will be presented. If authorized, the budget will then go to the System board in April. A written memo was included with the presentation.

Meeting adjourned at 10:53 a.m.

The next regular meeting will be held Friday, February 14 at 9:30 a.m. at the Cheney Public Library.

After the Executive Committee meeting, Larry Papenfuss presented the Annual Technology Report.

Mia Wilson  
Recorder