

February 14, 2014  
SCKLS Executive Committee Minutes  
Cheney Public Library, 203 N Main, Cheney, KS  
9:30 a.m.

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

Vice-Chair Gail Stucky called the meeting to order at 9:30 am.

The agenda for the February 14, 2014 meeting and the minutes of the January meeting were presented.

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

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

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

Director's report: A written report was provided.

Old business: None.

New business:

Acknowledgement and authorization of SCKLS Financial Accounts was presented by Paul Hawkins.

Motion: Steve Read moved that the South Central Kansas Library System Executive Committee and Board of Directors of the South Central Kansas Library Foundation 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 February 7, 2014. Eldon Younce seconded and the motion carried.

Report on SCKLS Internship program was presented by Paul Hawkins. A written memo was provided to the Executive Committee of the history of interns. Eligibility for internship was expanded to include those that had graduated of a library course of study who was employed for at least 2 consecutive years and who desires to return to library employment after an absence of greater than five years.

Consideration of 2014 Policy Manual and proposed Employee Performance Capacity, Wellness Benefit and Longevity Pay policies were presented by Paul Hawkins.

Motion: Jeff Roberson moved to authorize the 2014 Policy Manual and proposed Employee Performance Capacity, Wellness Benefit and Longevity Pay policies. Steve Read seconded and the motion carried.

Preliminary Discussion of 2015 Annual Plan and Tentative Budget was presented by Paul Hawkins. The 2015 Proposed Annual Plan and Tentative Budget will be distributed to the Executive Committee in March.

Consideration of Rotating Collection Service Recommendation was presented by Paul Hawkins. Prior to 2011 no limits existed on how many items a library could borrow through the rotating collection. The demand for rotating collection has continued to increase since the limits were first established, while the supply of items remains limited. Limits recommended for 2015 should have the added authority of the Executive Committee which may assist member libraries in better understanding the service parameters of the Rotating Collection.

Motion: Jean Volk moved to recommend that the new limits as presented in “Library by Service Category, Limits and Change in Items Requested” be: (1) implemented during 2015, (2) that the limits continue to be weighted in favor of smaller libraries, (3) that member libraries be made further aware that the purpose of the Rotating Collections Service is to supplement the collections and not be a primary source for new library materials, and (4) additional limits be determined for Major Service Center I Libraries (10,001 + population) by December 31, 2014. Patti Brace seconded and the motion carried. Jeff Roberson abstained from voting.

Consideration of Grants-in-Aid Recommendation was presented by Paul Hawkins. The Executive Committee has the opportunity in 2014 to allocate an additional \$238,640 to the Grant-in-aid: System Units line item from the Neighborhood Revitalization Rebates Contingency, Grants-in-aid: Public and Academic Libraries line items and Services Contingency line items.

Motion: Steve Read moved to allocate the estimated \$238,640 and that the basis for allocation be determined by Executive Committee members voting for either Option A or Option B. Kristin Sen seconded and the motion carried with Option A being voted as the basis for allocation.

In favor of Option A (6): Nan Myers, Gail Stucky, Steve Read, Katherine Menon, Kristin Sen and Jeff Roberson.

In favor of Option B (5): Jane Lee, Susan Woodard, Eldon Younce, Jean Volk and Patti Brace.

Adjournment

A tour of the Cheney Public Library was presented by Susan Woodard, Director.

The next regular meeting will be held Friday, March 21 9:30 a.m. at the South Central Kansas Library System in South Hutchinson.

Mia Wilson  
Recorder