

December 19, 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, Jean Volk, Gail Niles Stucky, Susan Woodard, Eldon Younce, Steve Read, Jeff Roberson, Kristin Sen, Robert Kelly, Nan Myers, and Jane Lee. Not attending were Patti Brace and Katherine Menon. Also attending were Paul Hawkins and Mia Wilson.

Chair Barbara Lilyhorn called the meeting to order at 9:43 am.

The agenda for the December 19, 2014 meeting and the minutes of the October meeting were presented.

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

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

Motion: Robert Kelly moved to accept the financial reports from October and November. Eldon Younce seconded and the motion carried.

Service Recognition for the 2015 Summer Reading Program Planning was presented by Paul Hawkins. A Power Point copy was distributed at the meeting showing the outline and programs available at the upcoming training. Kathy Barco will be the morning presenter while the afternoon will be more like a fair that attendees can participate in activities or attend brief breakout sessions.

Director's report: A written report was included in the packet to the committee. Awards for the General Technology Grants and E-Books Matching Grants for member libraries were presented to the Executive Committee. State Aid will be reduced approximately 5.9% for public libraries in 2015. Since 2008 State Aid reduction to public libraries has totaled 52%. SCKLS Grant-in-Aid line item has increased 30%. Discussion took place about the grants.

New business:

Election of Chair, Vice-chair and Secretary Treasurer were presented by Barbara Lilyhorn. A written memo was provided. There were no other nominations.

Motion: Nan Myers moved to elect Barbara Lilyhorn as Chair, Gail Niles Stucky as Vice-chair and Jean Volk as Secretary Treasurer. Susan Woodard seconded and the motion carried.

Approval of 2015 Tentative SCKLS Executive Committee Schedule was presented by Paul Hawkins. A copy of the schedule was provided.

Motion: Jeff Roberson moved to approve the 2015 Executive Committee Schedule. Jean Volk seconded and the motion carried.

Report on Kansas Association of Counties Conference was presented by Paul Hawkins. Jill Stern, Larry Papenfuss and Paul Hawkins staffed an information booth at the conference in November. A written report and comments were presented.

Report on SCKLS Staffing was presented by Paul Hawkins. Eric Swenson has been hired to start January 5th as one of the Technology Consultants. Paul and Larry will be re-evaluating the technology positions before reopening the second available technology consultant position. Jill Stern permanently became the Continuing Education Specialist on December 2 and will be working 30 hours a week.

Authorization of the 2014 Capital Improvement Transfer and Authorization of 2015-2019 Capital Improvement Plan was presented by Paul Hawkins. A written report and plan and comments were presented.

Motion: Susan Woodard moved to approve the Capital Improvement Plan for 2015-2019 and authorize under KSA 12-1258 the transfer from 2014 General Fund to the Capital Improvement Fund of \$100,000. Robert Kelly seconded and the motion carried.

Grants and Services Evaluation Report and Recommendation were presented by Paul Hawkins. Since 2008, major surveys and evaluations and staffing changes have occurred which Hawkins explained in more detail to the committee. The next Grants and Services Survey and Long Range Planning process will be contingent upon a relatively stable and unified governance structure. Hawkins recommended that the evaluation and long range planning process be considered after January 2016. Discussion took place among the committee members. Robert Kelly asked Hawkins how do you assess and evaluate the culture of SCKLS. Hawkins asked Kelly to define what he meant by culture. Kelly then made reference to a confidential employment matter that cannot be discussed in an open meeting. Hawkins declined to answer and requested that the minutes indicate his declination.

Executive Session for Director's Evaluation was introduced by Barbara Lilyhorn. The Executive Session and agenda item for 2015 Director's Salary were tabled.

Motion: Gail Stucky moved that the Executive Session for the Director's Evaluation and Authorization of the 2015 Director's Salary to be tabled until the next Executive Committee Meeting in January in order to seek legal counsel upon a personnel matter. Kristin Sen seconded and the motion carried.

Meeting adjourned at 11:37 a.m.

Mia Wilson
Recorder