

March 20, 2015

SCKLS Executive Committee Minutes

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

9:30 a.m.

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

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

The agenda for the March 20, 2015 meeting and the minutes of the February meeting were presented.

Motion: Eldon Younce moved to approve the current agenda and the February minutes. Kristin Sen seconded and the motion carried.

Service Recognition for Follett Destiny Library Manager Training was presented by Paul Hawkins. Lisa Sharbaugh, Automation Services Coordinator, will be coordinating the training on April 13 and 14 at SCKLS.

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

Motion: Jeff Roberson moved to accept the financial report from February. Nan Myers seconded and the motion carried.

Director's report: A written report was provided.

Old Business:

Executive Session for Director's Evaluation was presented by Barbara Lilyhorn.

Motion: Kate Menon moved to recess into executive session to discuss confidential employment issues and to protect employee privacy, and that the executive session begin at 9:40 am and reconvene in open meeting at or before 9:55 am. Kristin seconded and the motion carried.

The meeting reconvened in open session at 9:55 am.

Authorization of 2015 Director's Salary was presented by the Director's Evaluation Committee.

Motion: Katie Menon moved to authorize the Director's 2015 salary with a 4% merit increase retroactive as of January 1, 2015. Kristin Sen seconded and the motion carried.

Report of Actions from February 18, 2015 Special Meeting was presented by Barbara Lilyhorn, Chair.

Approval of Minutes of February 18, 2015 Special Meeting was presented by Barbara Lilyhorn.

Motion: Nan Myers moved to approve the Special Meeting Minutes of February 18, 2015. Steve Read seconded and the motion carried.

Executive Session

Motion: Katie Menon move we recess into executive session to discuss confidential employment issues and to protect the employee privacy, and that the executive session begin at 10:05 am and reconvene in open meeting at or before 10:30 am. Jeff Roberson seconded and the motion carried.

The meeting reconvened in open session at 10:30 am.

Jeff Roberson moved the Executive Committee recess into executive session to discuss confidential employment issues and to protect employee privacy, and that the executive session begin at 10:35 a.m. and reconvene in open meeting at 11:00 a.m. Susan Woodard seconded and the motion carried.

At 11:01 a.m., the Executive Committee reconvened in open session.

Kristin Sen moved the Executive Committee recess into executive session to discuss confidential employment issues and to protect employee privacy, and that the executive session begin at 11:05 a.m. and reconvene in open meeting at 11:20 a.m. Eldon Younce seconded and the motion carried.

At 11:22 a.m., the Executive Committee reconvened from Executive Session into open session.

Motion: Eldon Younce moved that the Chair and the Director be authorized to retain a litigation attorney on behalf of SCKLS and to take other related actions as needed. Kristen Sen seconded and the motion carried.

New Business:

Approval of Revised Harper County Neighborhood Revitalization Plan 2015-2024 was presented by Paul Hawkins. A written memo was included.

Motion: Steve Read moved for the authorization of the revised Harper County Neighborhood Revitalization Interlocal Agreement for Plan 2014-2019. Susan Woodard seconded and the motion carried.

Consideration and Approval of 2016 Proposed Annual Plan and Tentative Budget was presented by Paul Hawkins. A written memo was included. Proposed goals for 2016 are: 1) reduce SCKLS mill rate if the 2016 estimated assessed valuation increases, 2) develop and implement measures for the value of SCKLS grants and services, 3) develop and implement basic library technology skills training and 4) support adequate and sustained funding for statewide resources sharing services provided by the State Library of Kansas. The only major changes from 2015 to the proposed 2016 budget are an increase in Salaries and decrease in Services Contingency line items.

Motion: Steve Read approved the 2016 Proposed Annual Plan and Tentative Budget. Nan Myers seconded and the motion carried.

Report on Library Legislative Issues was presented by Paul Hawkins. A written memo was included.

Report on SCKLS Staffing was presented by Paul Hawkins. A Technology Consultant position will be open and posted to the website on April 1.

Adjournment: 11:55 a.m.

Mia Wilson
Recorder