

December 18, 2015

SCKLS Executive Committee Minutes

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

9:30 a.m.

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

Vice-Chair Gail Stucky called the meeting to order at 9:35 am.

The agenda for the December 18, 2015 meeting and the minutes of the November 20, 2015 meeting were presented.

Motion: Kristin Sen moved to approve the current agenda and the November minutes. Nan Myers seconded and the motion carried.

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

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

Director's report: A written report was included in the packet to the committee. Anthony Public Library hosted a Rotating Collections Service meeting. Discussion took place about the news article in The Harvey County Independent about Sedgwick Public Library looking at a district library option. Information about the General Technology Grants and E-Books Matching Grants for member libraries were presented to the Executive Committee.

New business:

Annual Election of Chair, Vice-chair and Secretary/Treasurer were presented by Gail Niles Stucky.

Motion: Susan Woodard nominated Steve Read as Chair of the Executive Committee. Nan Myers seconded.

Motion: Eldon Younce moved to nominate Gail Niles Stucky as Vice-chair and Jean Volk as Secretary Treasurer. Kristen seconded and the motion carried.

Motion: Eldon Younce moved to elect Steve Read, Chair; Gail Niles Stucky, Vice-chair and Jean Volk, Secretary/Treasurer. Kristin Sen seconded and the motion carried. It was officially noted that officers and members of the Executive Committee also serve as officers and directors of the South Central Kansas Library Foundation. The Executive Committee extended their appreciation to Barbara Lilyhorn for her past service as Chair.

Discussion of Regional Library System Comparison Data was presented by Paul Hawkins. A written chart was included in the information.

Report on SCKLS Staffing was presented by Paul Hawkins. Open positions are Intern, Technology Consultant and Temporary Rotating Collections Service Assistant.

Executive Session for employment matters was presented by Paul Hawkins.

Motion: Eldon Younce moved the Executive Committee to recess into executive session to discuss the employment matters and to protect employee privacy, and that the session in which no binding action will be taken, begin at 10:26 a.m. and reconvene in open meeting at 10:31 a.m. Susan Woodard seconded and the motion carried.

The meeting reconvened in open session at 10:31 a.m.

Motion: Eldon Younce moved the Executive Committee to extend the executive session to discuss the employment matters and to protect employee privacy, and that the session in which no binding action will be taken, begin at 10:34 a.m. and reconvene in open meeting at 10:46 a.m. Susan Woodard seconded and the motion carried.

The meeting reconvened in open meeting at 10:46 a.m.

Authorization of the 2015 Capital Improvement Transfer and Authorization of 2016-2020 Capital Improvement Plan was presented by Paul Hawkins. A written report and plan were presented.

Motion: Jane Lee moved to approve the Capital Improvement Plan for 2016-2020 and authorize under KSA 12-1258 the transfer from 2015 General Fund to the Capital Improvement Fund of \$150,000. Jeff Roberson seconded and the motion carried.

Executive Session for Director's Evaluation was introduced by Gail Stucky.

Motion: Eldon Younce moved the Executive Committee to recess into executive session to discuss the Director's evaluation and to protect employee privacy, and that the session in which no binding action will be taken, begin at 10:57 a.m. and reconvene in open meeting at 11:17 a.m. Jeff Roberson seconded and the motion carried.

The open meeting reconvened at 11:17 a.m.

Authorization of 2016 Director's Salary was presented by Gail Stucky.

Motion: Kristin Sen moved to authorize the Director's salary with a 3% merit increase for 2016. The Executive Committee thanked Hawkins for his work during the past year. Susan Woodard seconded and the motion carried.

Meeting adjourned at 11:22 a.m.

Mia Wilson  
Recorder