

May 19, 2017

SCKLS Executive Committee Minutes

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

9:30 a.m.

Committee members attending were Steve Read, Barbara Lilyhorn, Gail Stucky, Katherine Menon, Kristin Sen, Jeff Roberson, Jane Lee, Eldon Younce, Kathy Downes, Jean Thiessen and Susan Woodard. Also attending were Paul Hawkins, Mia Wilson and Jan Nolde. Not attending were Dalene McDonald and Jean Volk.

Chair Steve Read called the meeting to order at 9:30 am.

Report and Acceptance of 2016 SCKLS Audit was presented by Jan Nolde, SJHL.

Motion: Jeff Roberson moved to accept the 2016 SCKLS Audit. Barbara Lilyhorn seconded and the motion carried.

The agenda for the May 19, 2017 meeting and the minutes of the April meeting were presented.

Motion: Jean Thiessen moved to approve the current agenda and the April minutes. Eldon Younce seconded and the motion carried.

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

Motion: Kristin Sen moved to accept the financial report from April. Barbara Lilyhorn seconded and the motion carried.

Director's report: A written report was provided. Dalene McDonald will be resigning her position at Southwestern College, Deets Library on June 30.

Old Business:

None

New Business:

Report on House Bill 2102 County Commission Appointment Authority for Regional Library System Board presented by Paul Hawkins. A written memo was included. Senate Bill 132 conjoined with House Bill 2102 that has one additional and final action pending before becoming law. Discussion also took place on the budget authority of various public libraries.

Saleforce.org document was presented and distributed to the Executive Committee members by Paul Hawkins. Saleforce is a software that will allow SCKLS staff to track and report the value of services to member libraries. Implementation will begin July 1, 2017.

Appointment of Bylaws Revision Committee presented by Steve Read. A written memo was included. Because of the impending passage of House Bill 2102, SCKLS will need

to update its bylaws. A three person committee is needed which includes Chair Steve Read, Director Paul Hawkins and member Eldon Younce volunteered.

Distribution of Assessment and Planning Survey Results presented by Paul Hawkins. A print document was included. Discussion to continue by the Executive Committee at the July meeting. By October 1, goal is to have a summary report for the Semi-annual meeting.

Review and Recommendation of 2018 Proposed Annual Plan and Tentative Budget presented by Paul Hawkins. A written document was included. The proposed plan is based on a 1.3% increase in total funding. Discussion took place on the change of the Consumer Price Index, various changes in line items such as technology grants and salaries, and contingency budgeting for expenses relative to estimated tax income.

Motion: Jane Lee moved to authorize the 2018 Proposed SCKLS Annual Plan and Tentative Budget. Barbara Lilyhorn seconded and the motion carried.

Adjournment

Meeting adjourned 10:50 am.

No June meeting is scheduled and the next meeting will be July 21 at the Kingman Carnegie Library.

Mia Wilson

Recorder