

September 15, 2017

SCKLS Executive Committee Minutes

**South Central Kansas Library System, 321 North Main Street, South Hutchinson
9:30 a.m.**

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

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

The agenda for the September 15, 2017 meeting and the minutes of the August meeting were presented.

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

Introduction of Gail Becker, Executive Committee Member, Public School District Libraries presented by Paul Hawkins.

Financial report: Paul Hawkins gave details on the Expenses by Vendor Detail report for August.

Motion: Barbara Lilyhorn moved to accept the financial reports from August. Jeff Roberson seconded and the motion carried.

Director's report: A written report was provided.

Old business: None.

New business:

Authorization for purchase of replacement work vehicle presented by Paul Hawkins. SA written memo was included.

Motion: Jeff Roberson moved to authorize \$27,850 for the purchase of a 2018 Toyota Avalon from MidWest Toyota, Hutchinson and including trade-in of the SCKLS owned 2010 Mercury Grand Marquis. Barbara Lilyhorn seconded and the motion carried.

Update on County Appointees process presented by Paul Hawkins. An application form for County Appointees was developed. The standard posting on the SCKLS website will serve as public notice for the appointments.

Discussion of Draft Report and Recommendations for SCKLS Grants and Services presented by Paul Hawkins. A draft report was distributed and discussed. Information for the report came from the results of the Online Assessment survey in April. From the survey, grants ranked as most important and the assessment gathered 171 individual comments about the importance of SCKLS grants, services and staff. Also noted, while state aid has declined, SCKLS has increased the grant budget. A new grant to be recommended is the "Libraries Transform" matching grant up to \$25,000. This grant would be funded under the Service Contingency line item. For staff, continuation of

cross training of library support positions and complete at least one training to further develop online presentation skills. The consensus of the Executive Committee was for the Director to finalize the plan and present it for their approval at the November 17 regular meeting.

The meeting adjourned at 10:44 a.m.

The next October System Board Semi-annual Business Meeting will be held Monday, October 30 at 9:00 a.m. Member of the Executive Committee are also members of the System Board. There will not be an October Executive Committee Meeting.

Mia Wilson
Recorder