

November 17, 2017
SCKLS Executive Committee Minutes
Firebird's Grill, Meeting Room, 10096 East 13th Street North, Wichita
11:00 am – 1:30 pm

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

Chair Steve Read called the meeting to order at 11:00 am

The agenda for the November 17, 2017 meeting and the minutes of the September meeting presented.

Motion: Kristin Sen moved to approve the current agenda and the September minutes. Jeff Roberson seconded and the motion carried.

Financial report: Paul Hawkins gave information on the Expenses by Vendor Detail report for September and October.

Motion: Jean Thiessen moved to accept the financial report from September and October. Marjorie Snyder seconded and the motion carried.

Director's report: A written report was provided. A Tentative 2018 Meeting Schedule was distributed.

Old Business: None.

New Business:

Report and Authorization of 2018 Health Insurance Employee Benefit was presented by Paul Hawkins. A written memo was included.

Motion: Jane Lee moved to authorize the 2018 Health Insurance Employee Benefit. Gail Becker seconded and the motion carried.

Report on Renegotiated Rental Contract for Photocopiers presented by Paul Hawkins. A memo was distributed to explain the renegotiations with Digital Office Systems.

Consideration and Approval of Report and Recommendations for SCKLS Grants and Services presented by Paul Hawkins. As part of the April 2017 Assessment and Planning Process, library members ranked the importance of SCKLS grants and services. Among some of the recommendations, no additional changes will be made grants but a new grant, "Libraries Transform", is to be developed by July 1, 2018. Also, in 2018, rebranding the majority of basic library and technology skills training offerings under new title "Library Talks: (Topic-Date)". In the future, succession planning for management and job descriptions of employees will be updated as well as a focus on planning for SCKAN, the III/Polaris automation system.

Motion: Marjorie Snyder moved to approve the recommendations for SCKLS Grants and Services. Eldon Younce seconded and the motion carried.

Information about Annual December Election of Executive Committee Officers presented by Paul Hawkins. A written memo was distributed.

Distribution of Director's Evaluation Packet was presented by Steve Read.

Adjournment: 11:54 am.

Mia Wilson
Recorder