

**January 19, 2018**  
**SCKLS Executive Committee Minutes**  
**YaYa's, 8115 East 21<sup>st</sup> Street North, Wichita, KS**  
**10:00 a.m.**

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

Vice-Chair Gail Stucky called the meeting to order at 10:00 a.m.

Introduction of New Executive Committee member Kerri Steffen was presented by Gail Stucky.

The agenda for the January 19, 2018 meeting and the minutes from the December 2017 meeting were presented.

Motion: Kathy Downes moved to approve the January 2018 agenda and December 2017 minutes. Kristin Sen seconded and the motion carried.

Financial Report: Paul Hawkins reviewed the year-end December 2017 Financial Statements. Hawkins explained the General Operating Fund Expenditures, Employee Benefits Fund, Kansas State Aid Fund and Expenses by Vendor Detail reports. Hawkins noted and offered details about line item variances in the funds.

Motion: Barbara Lilyhorn moved to accept the financial reports for December 2017. Jeff Roberson seconded and the motion carried.

Director's report, presented by Paul Hawkins. A written report was included in the packet.

Old business: None.

New business:

Information about Reimbursement Policy for Executive Committee Members Meeting Attendance was presented by Paul Hawkins.

Annual Information about Executive Committee Role and Responsibilities was presented by Paul Hawkins. A written memo was included.

Acknowledgement and Authorization of SCKLS Financial Accounts was presented by Paul Hawkins. A written memo was included.

Motion: Jean Thiessen moved that the South Central Kansas Library System Committee and Board of Directors of the South Central Kansas Library Foundation acknowledge and authorize the continuance of the following accounts and/or deposits at the designated financial institutions

as detailed in the Acknowledgement and Authorization of Financial Accounts Memo of January 12, 2018. Barbara Lilyhorn seconded and the motion carried.

Information on SCKLS Financial Fund Descriptions was presented by Paul Hawkins. A written memo was included.

USD 373 Newton Public Schools Resolution and Petition for SCKLS Membership was presented by Paul Hawkins. A written memo was included.

Motion: Jeff Roberson moved to approve the Newton Public Schools USD 373 Resolution and Petition for Admission to the South Central Kansas System of Cooperating Libraries. Marjorie Snyder seconded and the motion carried.

The Annual Technology Report was not presented. A written report and summary were included in the packet.

Motion: Barbara Lilyhorn moved to table the Annual Technology Report to the February Executive Committee meeting due to time constraints. Susan Woodard seconded and the motion carried.

Meeting adjourned at 11:26 a.m. Following the adjournment the annual Executive Committee/Staff luncheon was held. No further business was conducted.

Mia Wilson  
Recorder