

**November 16, 2018**  
**SCKLS Executive Committee Minutes**  
**Cunningham Public Library**  
**105 North Main Street, Cunningham, KS**  
**9:30 am**

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

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

Introductions: Kerri Steffen Director and Board Members of Cunningham Library.

The agenda for the November 16, 2018 meeting and the minutes of the September meeting presented.

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

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

Motion: Marjorie Snyder moved to accept the financial reports from September and October. Kerri Steffen seconded and the motion carried.

Director's report: A written report was provided. The new State Librarian, Eric Norris, visited SCKLS in October. The Power Point presentation handout presented by SCKLS Staff during his visit was included in the packet and discussed.

**Old Business:**

Discussion of Second Draft of Free Basic Library Service and Considerations for SCKLS Member Libraries, presented by Paul Hawkins.

Motion: Eldon Younce moved to accept the Second Draft of Free Basic Library Service and Considerations for SCKLS Member Libraries. Kristin Sen seconded and the motion carried.

**New Business:**

A tentative 2019 Executive Committee Meeting schedule was presented by Paul Hawkins.

Report and Authorization of 2019 Health Insurance Employee Benefit was presented by Paul Hawkins. A written memo was included.

Motion: Susan Woodard moved to authorize the continuation of the SCKLS health insurance coverage with BC/BS in the new amount of \$836.37 per month for participating employees and the continuation of a cash benefit in lieu of health insurance for non-participating full-time employees in the amount of \$246.02 a month.

Report on Building Maintenance Projects presented by Paul Hawkins. A written memo was distributed. It is anticipated that the proposals from the two local construction firms will be available for report at the December meeting.

Information about Annual December Election of Executive Committee Officers presented by Paul Hawkins. Officers will be elected at the December meeting.

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

Adjournment:

Mia Wilson  
Recorder