

**January 18, 2019**  
**SCKLS Executive Committee Minutes**  
**YaYa's, 8115 East 21<sup>st</sup> Street North, Wichita, KS**  
**10:00 a.m.**

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

Chair Steve Read called the meeting to order at 10:00 a.m.

The agenda for the January 18, 2019 meeting and the minutes from the December 2018 meeting were presented.

Motion: Kristin Sen moved to approve the January 2019 agenda and December 2018 minutes. Katherine Menon seconded and the motion carried.

Financial Report: Paul Hawkins reviewed the year-end December 2018 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: Gail Becker moved to accept the financial reports for December 2018. Katherine Menon seconded and the motion carried.

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

Old business:

Report and recommendations for 2019 Capital Improvement and Maintenance Projects presented by Paul Hawkins. Roof replacement and exterior walls repair were discussed.

Motion: Gail Becker moved to authorize up to \$72,200 in Capital Improvement Funds for the building maintenance project proposed by Strawn Contracting, Hutchinson. Kristin Sen seconded and the motion carried.

New business:

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

Annual Information about Executive Committee Roles and Responsibilities was presented by Paul Hawkins.

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

Motion: Kristin Sen 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 11, 2019. Kathy Downes seconded and the motion carried.

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

Report on South Central Kansas Library Foundation was presented by Paul Hawkins. A written report was included.

Report on 2018 Value of SCKLS Services Statements presented by Paul Hawkins. Statements of the Value of SCKLS Services were provided to Executive Committee members

Preliminary discussion of 2020 Annual Plan and Tentative Budget presented by Paul Hawkins.

Meeting adjourned at 11:10 a.m. Following the adjournment the annual Executive Committee/Staff luncheon was held. No further business was conducted.

Mia Wilson  
Recorder