

**North Central Kansas Libraries System  
Executive Committee Meeting  
January 28, 2010**

Vice-President Susan Moyer called the January meeting of the Executive Committee of the North Central Kansas Libraries System to order at 10:09 a.m. in the Manhattan Public Library Groesbeck Room. Members present: Susan Moyer, Mary White, Susan Davis, Marilyn Hund, Gail Daugherty, Gwen Owens-Wilson, Jamie Kelley, Eric Benson, Lee Ruggles, Robin Ottoson, and Jackie Wingerd.

Absent: Susan Adamchak. Proxies sent: Marshall Havenhill.

NCKLS staff present: Fred Atchison, Director; Carol Barta, Assistant Director; Marcia Allen, Collection Development and Processing Manager; LaDonna Clark, Technology Trainer; Richard Miller, Technology Consultant; and Ann Pearce, TBS Department Manager.

Susan Davis made a motion to approve the minutes of the December 3, 2009 meeting. Marilyn Hund seconded the motion, approved as written.

Director Atchison presented the financial statements for December 2009 and January 2010.

**Period Ending 12-31-2009  
Summary of Expenses**

General Account	37,369.93
Employee Benefit Account	11,041.53
NCKLS State Aid Account	17,845.55
Talking Books Grant	6,805.07
Member Library (Local Funds Accounts)	17,548.16

**Period Ending 1-28-2010  
Summary of Expenses**

General Account 2009	4,256.52
General Account 2010	39,123.10
Employee Benefit Account	11,332.47
NCKLS State Aid Account 2009	562.00
NCKLS State Aid Account 2010	313.15
Talking Books Grant	6,805.07
Member Library (Local Funds Accounts)	3,555.01

NCKLS ended the year in good shape considering the financial challenges of 2009. Staff was conservative in book and material purchases. This allowed us to create a carryover for 2010. State aid budget cuts and less interest income did impact purchasing decisions. The exact amount of the carryover is not known at this time due to purchases made at the end of the year that have not yet been charged to the account. The Business Manager has estimated

the carryover to be between \$125,000 and \$130,000. Approximately \$14,000 of that amount is slated for vehicle replacement.

Susan Davis made a motion to approve the financial statements and authorize payment of all outstanding bills. The motion was seconded by Gwen Owens-Wilson. Motion approved.

### **Staff Reports**

#### **Fred Atchison, Director**

Dr. Havenhill continues to improve. His hope is to return to full participation as President of the Board, as soon as possible.

Joanne (Jo) Budler has been named the new State Librarian. For the past five years, Budler has served as the Ohio State Librarian. Previously, she was the deputy state librarian for the Library of Michigan and the director of Network Services and NEBASE, the State of Nebraska's Online Computer Library Center network. She holds a master's in library science and a master's of fine arts in Writers' Workshop, both from the University of Iowa.

Clarification was asked for concerning the disbanding of the TBS subregional system. There have been several changes to the Talking Book Program including new technology, a download website, and fewer patrons. At this time, all libraries receive the whole NLS collection. NLS has been working toward a more centralized model. After the digital transition has been accomplished, NLS plans to physically send only twenty percent of the collection to libraries. The other eighty percent will be housed on servers. The actual book will be sent from a regional center. We now have a staffing and support structure that works with the old technology, and old method of distribution. Centralized services would mean that circulation, and administrative duties would occur in one location. This model is the most prevalent across the country. Another issue is declining state aid for this program. The support NCKLS provides for the program is significant. The grant that NCKLS has received for the program would go to the central operation. NCKLS dollars would stay with the system.

The TBS Task Force has come to the conclusion that centralizing this operation is inevitable. There are several questions that have not been addressed, including a timeline. The recommendation of the committee requires the State Librarian's approval. A further question was asked about the personnel of the department. Administration is committed to working towards a solution of placement, if possible. This could include not only NCKLS, but MPL. There was interest expressed by the Task Force to include in a centralized model, an outreach component. The consultant position would have the responsibility of working with the TBS population with an outreach emphasis. NCKLS is interested in housing a consultant. The two areas of concern are the quality of service provided to TBS patrons, and the impact on staff members.

The question was asked where this centralized center would be located. The location is still being discussed. The State Library seems to support keeping the Regional Library in Emporia. There are some concerns about this location. The next committee meeting will be held in Emporia.

Question was asked about state aid cuts. Marc Galbraith met with system administrators last month. He indicated the state aid cuts will be less than he anticipated. He thought about \$56,000 would be cut from the state library budget. Most of this will come out

of state aid, because there is no where else to cut. Initially, they were talking in the area of \$250,000.

Question was asked about the communication that takes place with state legislators. The Kansas Library Association has a legislative committee. The mission of the committee is to consider current legislative issues. Every year there is an effort to communicate with legislators on issues that affect the library community. Due to the state capitol renovation, there will be no Legislative Day this year. However, focus has been on communicating with legislators on the local level. Trustees are important serving as advocates of the library. Talking points have been handed out to librarians and trustees.

#### Carol Barta, Assistant Director

The deadline for receiving automation grants is the end of March or the beginning of April. So far, Hanover and Washington have committed. This is probably the last round of automation grants. Baker & Taylor and Verso were successful in creating EDI invoices. Rosie has begun working on new orders. NCKLS' backlog is cleared. Everything that was ordered up to December 23 has arrived, except for the backorders.

#### Marcia Allen, Collection Development/Processing

MPL's backlog is almost done. Workflow has improved with several staff members changing work spaces.

#### Ann Pearce, Talking Books Services

I attended a Stakeholders meeting regarding services for persons who are blind or visually impaired in Topeka coordinated by Kansas Rehabilitation Services. The Rehabilitation Center for the Blind and Visually Impaired will be closed this June. Most rehabilitation teachers have retired or have been fired in the last two years. The idea is to provide services in the communities where people live, work, and attend school. I think it is going to be difficult for local communities to take on this responsibility.

#### Richard Miller, Technology Consultant

I will be visiting most libraries due to the change in KanGuard filtering. I have been helping several libraries with their technology plans. Many libraries have not had to file a technology plan. However, now that they have T1 lines paid for by KanEd, they must submit a plan. In the past, we conducted technology plan workshops, but they have not been as successful as one-on-one training. Abilene is moving back to their building after extensive renovations have been completed.

#### LaDonna Clark, Technology Trainer

Written report stands.

#### Board Comments

23 Things is going well with a registration of almost 600.

#### Unfinished Business

No unfinished business.

New Business

Under new business, we have election of officers.

Election of Officers

The board was reminded of the nominating committee recommendation from the last meeting that the present slate of officers stand for reelection.

Dr. Havenhill – President

Susan Moyer – Vice-President

Mary White – Secretary

Vice-President Moyer asked for nominations from the floor. Susan Davis made a motion that nominations cease and the slate of officers be accepted. Marilyn Hund seconded the motion. Motion passed.

Jamie Kelley made a motion to adjourn the meeting. Mary White seconded the motion. The Executive Board Meeting was adjourned 11:26 a.m. The next meeting will be March 25, 10:00 a.m., at the Manhattan Public Library.

Respectfully submitted,

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Susan Moyer, Vice-President

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Ann Pearce, Recording Secretary