

**North Central Kansas Libraries System
Executive Committee Meeting
March 25, 2010**

President Marshall Havenhill called the March meeting of the Executive Committee of the North Central Kansas Libraries System to order at 10:07 a.m. in the Manhattan Public Library Groesbeck Room. Members present: Marshall Havenhill, Mary White, Susan Davis, Marilyn Hund, Jamie Kelley, Eric Benson, and Susan Adamchak.

Absent: Janet Keller, Robin Ottoson Proxies sent: Gail Daugherty, Gwen Owens-Wilson, Lee Ruggles, Jackie Wingerd

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

Marilyn Hund made a motion to approve the minutes of the January 28, 2009 meeting. Mary White seconded the motion, approved as written.

Director Atchison presented the financial statements for February and March 2010.

**Period Ending 2-28-2010
Summary of Expenses**

General Account 2009	8,484.39
General Account 2010	37,461.51
Employee Benefit Account	11,339.47
NCKLS State Aid Account 2009	6,034.10
NCKLS State Aid Account 2010	8,360.00
Talking Books Grant	6,805.07
Member Library (Local Funds Accounts)	2,299.88

**Period Ending 3-25-2010
Summary of Expenses**

General Account 2009	1,168.57
General Account 2010	47,129.72
Employee Benefit Account	11,446.80
NCKLS State Aid Account 2009	66.39
NCKLS State Aid Account 2010	6,057.75
Talking Books Grant	6,805.07
Member Library (Local Funds Accounts)	2,226.41

Expenditures for the months of February and March are routine in nature. The carryover for 2010 is \$120,096.51. The carryover has varied from year to year. The average is approximately \$90,000.00. The outlook for the budget is about the same as last year.

Jamie Kelley made a motion to approve the financial statements and authorize payment of all outstanding bills. The motion was seconded by Marilyn Hund. Motion approved.

Staff Reports

Fred Atchison, Director

Work has started on the 2011 budget proposal. We will have a draft proposal for the board at the next meeting. We are waiting to see what the state does in terms of their budget. A significant part of our income comes from state aid.

At an earlier meeting, the board took action in regards to the Summerfield Library. You will recall communications with the library board were unsuccessful. Based on noncompliance, grant money was withheld. The interim state librarian asked that the city clerk be notified of the action. A letter was sent, but no reply has been received. However, a letter was received from Mary Ellen Franzee. Ms. Franzee identified herself as a board member and stated that the library is still open. She volunteers for the library and people are still coming to the library. There is no programming for children or teens, at this time. The compliance issue is still there for obtaining a grant. An invitation has been sent to continue the conversation in regards to restoring their status, but have not heard back. For some of the smallest libraries in the system, we do direct mailing of the rotating collection rather than a book van stop. This is a more economical solution for the system. This may be a possibility for Summerfield.

The State Librarian is now in place. Jo Budler has been updated on the Talking Book issue. There has been some committee work that has suggested a timetable. The timetable does not have validity until the State Librarian expresses her opinion. On the local level, we are working on a proposal to present to the State Library. We hope to have more details by the May meeting. Patrons should not be lost in this discussion.

Carol Barta, Assistant Director

LaDonna is on maternity leave. She and her husband, Randy, adopted a baby girl. Assistant Director Barta met with Solomon Public Library on Monday and they are going to participate in the consortium. This cycle will bring eight more libraries into the consortium for a total of nineteen libraries on Norcat. This is the last grant round where the state will contribute to automation. The systems are providing continuing education this year on "Everyday Ethics for Librarians." The schedule for the workshops was handed to board members. On May 25, there will be a session for trustees. Topeka Shawnee County Library Director Gina Millsap will discuss ethical issues for trustees. This will be a Wimba session from 7:00 – 8:00 p.m. More information and the links to participate will be sent at a later date.

Marcia Allen, Collection Development/Processing

We are looking forward to Book Fair. The Book Fair will be held on May 13 in the Manhattan Public Library auditorium.

Ann Pearce, Talking Books Services

Written report stands.

Richard Miller, Technology Consultant

Written report stands.

Board Comments

Director Atchison remarked on the completion of the expansion and renovation of the Abilene Public Library at 209 NW 4th Street. They did a marvelous job of preserving the grandeur of the original Carnegie Library. The library was added onto in the 50's. The addition is a big box that didn't tie into the original Carnegie. This renovation has brought the pieces together and made a functional and beautiful place. It feels like the community's living room. They paid for this project through a temporary sales tax. The timing was right for the community.

President Havenhill thanked the board for the prayers and cards. He is on the road to recovery and is happy to be back at work.

Unfinished Business

No unfinished business.

New Business

A technology grant was presented for the Marysville Public Library for a total of \$1,598.00. It is a 50% grant with the total for NCKLS of \$799.00.

Susan Adamchak made a motion to approve the technology grant. Marilyn Hund seconded the motion. Motion passed.

A technology grant was presented for Elm Creek Township Library for a total of \$2,188.00. This is a 75% match up to \$1,000.00 with the total for NCKLS of \$1,000.00.

Mary White made a motion to approve the technology grant. Susan Davis seconded the motion. Motion passed.

Marilyn Hund made a motion to adjourn the meeting. Susan Davis seconded the motion. The Executive Board Meeting was adjourned 10:47 a.m. The next meeting will be May 27, 10:00 a.m., at the Manhattan Public Library.

Respectfully submitted,

Marshall Havenhill, President

Ann Pearce, Recording Secretary