

**North Central Kansas Libraries System
Executive Committee Meeting
September 30, 2010**

President Marshall Havenhill called the September meeting of the Executive Committee of the North Central Kansas Libraries System to order at 10:02 a.m. in the Manhattan Public Library Groesbeck Room. Members present: Marshall Havenhill, Susan Moyer, Janet Duncan, Marilyn Hund, Wendy Mitchell, Gail Daugherty, Robin Ottoson, Susan Adamchak, Jamie Kelley, Gwen Owens-Wilson, and Eric Benson. Absent: Susan Davis. Proxy sent: Mary White. NCKLS staff present: Fred Atchison, Director; Carol Barta, Assistant Director; Marcia Allen, Collection Development and Processing Manager; Richard Miller, Technology Consultant; LaDonna Clark, Technology Trainer; and Ann Pearce, Consultant.

President Havenhill requested the August 5, 2010 minutes reflect the time the Executive Committee Meeting was adjourned. Gwen Owens-Wilson made a motion to approve the corrected minutes. Marilyn Hund seconded the motion, approved as amended.

Director Atchison presented the financial statements for August and September 2010.

**Period Ending 8-31-2010
Summary of Expenses**

General Account	59,040.67
Employee Benefit Account	10,083.81
NCKLS State Aid Account	6,249.21
Talking Books Grant	4,583.74
Member Library (Local Funds Accounts)	5,837.78

**Period Ending 9-30-2010
Summary of Expenses**

General Account	56,740.50
Employee Benefit Account	10,095.76
NCKLS State Aid Account	3,022.36
Talking Books Grant	3,464.36
Member Library (Local Funds Accounts)	7,123.67

Expenditures for the month of August are routine in nature. The budget is in good shape concerning our funds for the rest of the year.

September's expenditures are routine in nature. At this point, we are behind about \$150,000. There will be additional revenue from Riley County and an infusion of cash through the Talking Books grant. Director Atchison stated that he is encouraged that we have collected most of the projected revenue.

Susan Adamchak made a motion to approve the financial statements and the payment of all outstanding bills. Gwen Owens-Wilson seconded the motion. Motion approved.

Staff Reports

Fred Atchison, Director

I attended a system directors' meeting with the State Librarian yesterday. The State Library has been directed to prepare for a 5% cut. The State Library has also been asked to include enhancements. If enhancements were included in the budget, the State Librarian has indicated the enhancements would be restoration of state aid. The 5% cut would impact state aid by approximately \$167,000. Interlibrary loan development would be reduced by \$20,000, and Talking Books would be reduced by \$10,000. There is a Kan-Ed bill that would broaden the mission to other organizations. Some people are worried that this will lessen Kan-Ed's commitment to libraries.

I attended the government services committee meeting. The committee tracks what is going on with the legislature. Once again this year, we will not have Legislative Day. Instead, libraries are encouraged to conduct a meet-and-greet at local libraries with state legislators. Last year, Emporia and Clay Center held events. President Havenhill stated that Emporia meets with the legislators during the session. This has been held for a number of years and has proven to be an effective way to communicate library needs. Again, the system will provide \$50.00 stipends for hosting an event.

KLA news includes that the finances of the organization are tenuous, at least for the next year. Emily Stitz is the President, and the KLA leadership understands the issues facing the organization. Bonnie Keim has been hired to keep the books. Cindy Berner Harris is the treasurer. NCKLS' \$3,000 payment to KLA is not expected to continue after this year. In years past, systems have had to make payments to KLA to keep it solvent.

K-Place was a partnership between SLIM and the State Library along with support from the systems. This was developed for new directors who do not have their MLS. It was not a big budget operation. Instruction came from the library community. It was held in Emporia for a week of instruction for three years. There were positive results, social networking being one. Other staff from larger libraries started to attend and they were looking for something else. It became time to look at continuing education throughout the state. One fundamental change has been to deliver continuing education online. Several systems have tried to duplicate K-Place. At this time, there are a couple of committees looking at continuing education in the state. Directors' certification is the focus for one committee. The other committee is looking at one week of training for new directors.

Director Atchison requested that the audit proposal be added to the agenda. President Havenhill added the 2010 audit proposal under new business.

Carol Barta, Assistant Director

Council Grove and Abilene libraries go live today using Verso. Nineteen libraries are now in the consortia. The collection looks very robust. The other six will come up one at a time. On Monday, Chris Ripple and I are moderating a program on

Illuminate, which is the new online state-wide meeting and training program. Roy Bird will be speaking about Kansas 150 and the programs that libraries can do around this theme. On November 10, there will be a follow-up on the session with Tom Averill. Averill is the editor of "What Kansas Means to Me?" which is the book selected for Kansas Reads 2011.

Marcia Allen, Collection Development/Processing

The outsourcing of the adult fiction for the rotating van collection is now complete. The barcode orders have been completed. They should arrive in approximately two weeks. Rosie Larson is retiring after 32 years. She will be leaving at the end of November.

Ann Pearce, Consultant

On September 19, the library held an Open House for the Assistive Technology Center. The Open House was part of the grant that we received from Pilot International and the Little Apple Pilot Club. Fifty-five people came to the presentation by Helen Miller, USD 383 Autism Coordinator, and twenty-four people went through the mini-demonstrations in the ATC. The Pilot Club's regional newsletter had a nice article on the Open House.

Richard Miller, Technology Consultant

Council Grove and Abilene will be going live in a day or two. Washington and Peabody will be going live fairly soon. The other four are new to automation and those libraries are waiting for bar codes. The last few months I have been working on the transition from Kan-Guard. Most libraries have completed their technology plan. Around the system, the following libraries have either replaced or added new computers: Marysville, Leonardville, White City, Chapman, Blue Rapids, Riley, Council Grove, and Hillsboro.

LaDonna Clark, Technology Trainer

Report stands as written.

Assistant Director Barta introduced Wendy Mitchell to the board. Wendy is the new representative and Director from Clay Center.

Board Comments

Dr. Havenhill commented on the fact that Lyon County is doing a better job of getting the library story out to the community. We have four libraries in Lyon County. Each year the libraries have to submit their request for funding. We asked for 5% more and received it. It survived three rounds of cuts in the budget hearing. It helps to have your trustees there. Emporia met with the City Commission. Emporia is largely funded by the city. The board was thanked by the City Commission for their approach to expenditures.

Unfinished Business

There is no unfinished business.

New Business

Technology Grants were presented for:

Hillsboro

White City

Council Grove

Riley

Marilyn Hund made a motion to approve the technology grants. Jami Kelley seconded the motion. Motion approved.

The 2011 meeting calendar was presented. Robin Ottoson made a motion to approve the 2011 meeting calendar. Susan Adamchak seconded the motion. Motion approved.

Jami Kelley and Gwen Owens-Wilson volunteered to serve as the nominating committee. The nominating committee will present a slate of officers for the next meeting.

Gwen Owens-Wilson made a motion to approve \$3,000 to Kansas Library Association for the purpose of hiring a lobbyist for the 2011 legislative session.

The 2010 audit proposal from Varney & Associates was presented. The audit is not to exceed \$3,500 per year. The system has a long standing relationship with this company. It does raise the ceiling by \$1,000. When this service was bid out by MPL, Varney & Associates was the lowest bid of several firms.

Susan Adamchak made a motion to approve the audit proposal from Varney & Associates. Gwen Owens-Wilson seconded the motion. Motion approved.

Marilyn Hund made a motion to adjourn the meeting. Gwen Owens-Wilson seconded the motion. Motion approved. The meeting was adjourned at 11:16 a.m.

The next meeting of the NCKLS Executive Board will be December 2, 2010 at 10 a.m. in the NCKLS office.

Respectfully submitted,

Marshall Havenhill, President

Ann Pearce, Recording Secretary