

**North Central Kansas Libraries System
Executive Committee Meeting
March 29, 2012**

President Eric Benson called the March meeting of the Executive Committee of the North Central Kansas Libraries System to order at 10:06 a.m. in the NCKLS office. Members present: Eric Benson, Gerald Meyers, Gail Daugherty, Gwen Owens-Wilson, Robin Ottoson, Marilyn Hund, Janet Keller, Susan Moyer, and Wendy Mitchell

Absent: Jamie Kelley, Susan Davis, and Susan Adamchak

Proxies Sent: Janet Duncan, and Mary White

NCKLS staff present: Linda Knupp, Director; Carol Barta, Assistant Director; Marcia Allen, Collection Development and Processing Manager; Jennifer Lund, Business Manager; Richard Miller, Technology Consultant; LaDonna Clark, Technology Trainer; Megan Gunther, Assistant Technology Consultant; and Ann Pearce, Consultant

President Benson requested the new agenda with the consent agenda attached be adopted for the meeting. No objections were raised and the new agenda supersedes the published agenda. Benson explained to the board that the consent agenda makes it possible to talk about the future and not so much as to what we have done. If any item needs to be amended or discussed, that item can be moved to new business. I will then request a motion to approve the consent agenda and the item or items that have been moved to new business should be stated in the motion.

Gwen Owens-Wilson made a motion to approve the consent agenda including moving the technology grants to new business. Robin Ottoson seconded the motion. Motion approved.

Business Manager Lund presented the financial statements for February and March 2012.

**Period Ending 2-29-2012
Summary of Expenses**

General Account	75,126.59
Employee Benefit Account	12,670.64
NCKLS State Aid Account	7,864.29
Talking Books Grant	2,059.72
Member Library (Local Funds Account)	2,763.78

**Period Ending 3-29-2012
Summary of Expenses**

General Account	77,064.92
Employee Benefit Account	12,670.64
NCKLS State Aid Account	35,955.68
Talking Books Grant	2,059.72
Member Library (Local Funds Account)	1,133.61

The title headings have changed according to the request of the board. Expenses are routine in nature. One of the staff vehicles required new tires. A laptop was purchased for the Assistant Technology Consultant. On the March statement, the insurance premium for staff

vehicles was paid. A laptop was purchased for the Assistant Director. Otherwise, expenses are routine in nature.

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

Staff Reports

Linda Knupp, Director

Legislative session is still ongoing. The Kan-Ed bill will probably be acceptable in the long run.

Carol Barta, Assistant Director

Broadband Everywhere pamphlets were handed out to board members. As of Tuesday night, we have had nine town hall meetings with four more to go. Good discussion has been generated within the communities. The Kan-Ed bill has a hearing this morning. The conference committee is meeting. The House and Senate bills need to be reconciled. All seven systems received the Gates grant to advocate for broadband in their area. Director Knupp took the opportunity to commend Barta for her work with the Institute for Civic Discourse and Democracy. The State Librarian has picked up this model for a statewide effort next year. A successful outcome for this program would be the ability of community members to be able to discuss broadband issues without the knowledge of technical jargon. The conversations have been varied reflecting the different communities' access to broadband.

Marcia Allen, Collection Development and Processing Manager

OneClick digital has made progress in their product. We are now encouraging libraries to invest in this product. In the meantime, the e-book product from 3M is not ready. They are still in beta with extensive testing being done.

Ann Pearce, Consultant

The State Library has received a literacy grant of \$312,479 from Children's Cabinet and Trust Fund to continue to develop 6 by 6: Ready to Read. The grant will assist the State Library in developing customized activity kits circulated to Kansas libraries; underwriting a statewide literacy coordinator; and establishing a five-year evaluation plan that will follow 300 Kansas children. On the local level, three story time kits are almost ready for circulation. Each story time kit includes books, activities, music and mini-environments. They will be available to check out to libraries. The checkout period will be one month. The Talking Books consultants were here March 12th. The NLS Conference will be held in Newport, Rhode Island. None of the consultants are going. Only two from Emporia will attend. The meeting was mostly centered on the reduction in the State Library budget. The Advisory Council will be held April 5 in Great Bend. The third year grant for the ATC has come in and equipment and software has been purchased. This year the grant is focused on children.

Richard Miller, Technology Consultant

Written report stands.

LaDonna Clark, Technology Trainer

Written report stands.

Jennifer Lund, Business Manager

We are at the quarter mark of the fiscal year. Expenditures are within normal range.

Executive Board Member Comments

Thank you from Owens-Wilson for the consent agenda. President Benson expressed the desire to use technology to access board meetings via video conferencing. The Kansas Open Meeting Act does not preclude the use of technology. There is a citizen's guide to KOMA/KORA on the Attorney General's website at <http://ag.ks.gov/legal-services/open-govt>. Interested persons might be more willing to serve on the board utilizing technology. Ideally, ELMeR would be the technology to use. However, libraries that don't already have an ELMeR unit will no longer be able to acquire one due to budget cuts to Kan-Ed. Tabor College has an IT room and would be willing to try this mode of communication. We could do audio very easily. One area of confusion is all the grants that are mentioned during meetings. A summary sheet will be developed for the different grants. All grants are tracked financially. Another area of confusion is all the acronyms used during meetings. There is an acronym explanation sheet available on the NCKLS website at <http://nckls.mykansalibrary.org/>.

Unfinished Business

None

New Business

Clarification was requested concerning the dates on Goessel and Enterprise Public Libraries' technology grants. The contract should read "GPL [EPL] agrees to expend all funds before December 15, 2012. Any unexpended funds shall be returned to NCKL before December 31, 2012." On the Peabody Township Library contract, the total budget should read, "Therefore, the total budget for this grant is \$1,218.80. NCKL will grant \$609.40 and the library's responsibility will be \$609.40.

Gwen Owens-Wilson made a motion to approve the technology grants as amended. Robin Ottoson seconded the motion. Motion approved.

Training video was presented from the State Library of Wyoming.

President Benson adjourned the meeting at 11:03.

The next meeting of the NCKLS Executive Board will be May 31, 2012 at 10 a.m. in the NCKLS office.

Respectfully submitted,

Eric Benson, President

Ann Pearce, Recording Secretary