

**North Central Kansas Libraries System
Executive Committee Meeting
May 29, 2014**

President Eric Benson called the May 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, Gail Daugherty, Judith Cremer, , Robin Ottoson, Gwen Owens-Wilson, Crystal Applegarth, Mary White, Gerald Meyers, Susan Davis, Susan Adamchak, Janet Keller and Janice Lyhane.

Proxies sent: Janet Duncan.

NCKLS staff present: Linda Knupp, Director; Carol Barta, Assistant Director; Marcia Allen, Collection Development and Processing Manager; Teri Belin, Human Resources; Jennifer Lund, Business Manager; LaDonna Clark, Technology Trainer; Melendra Sanders, Youth Consultant, Richard Miller, Technology Consultant; and Duane Mayer, Assistant Technology Consultant.

Josh Mann and Michelle Crow, auditors from Varney's and Associates presented the results of the annual audit. They explained the various aspects of the audit findings and issued a clean audit opinion.

In reviewing the consent agenda, there was a correction to the Clifton Public Library Technology Grant. Gwen Owens Wilson moved to approve the consent agenda as corrected. Robin Deich Ottoson seconded the motion. The motion carried.

Jennifer Lund presented the financial statements.

**Period Ending 4-30-2014
Summary of Expenses**

General Account	56,473.89
Employee Benefit Account	14,262.83
Other Income	9,245.62
Capital Improvement	0

**Period Ending 5-28-2014
Summary of Expenses**

General Account	78,011.6461
Employee Benefit Account	13,457.64
Other Income	13,926.78
Capital Improvement	0

There were no expenditures in the capital improvement fund.

Susan Davis made a motion to approve the financial statement and pay the bills. Crystal Applegarth seconded the motion. The motion carried.

Linda Knupp reported that the State Library has a Request For Proposal on the Kansas Library catalog. The State Library held an online meeting of staff from the system offices to discuss the possibility of creating a statewide catalog. They determined that there was not enough information to

base the KLC proposal on this kind of catalog.

There has been a request to the Attorney General for an opinion on the annual budget vote. We need to know which CPI to use and to know who is required to publish.

NEKLS is working on the Recollections Kansas Project and has asked for a representative from our system to be on the committee.

Carol Barta had no updates.

Jennifer Lund had no updates..

Marcy reported that the weeding project in Clifton was finished in one visit.

Melendra reported that four "Maker-Kits" are now available for libraries to use for teen programming.

Richard Miller introduced Duane Mayer.

Teri is working on a project to help system libraries create job descriptions for their employees and volunteers. She also reported that the Fair Labor Standards Board is reviewing the rules on who is exempt from overtime pay. The effort may take some time.

There were no board comments

Unfinished business

3-Star Award—After some discussion it was decided that NCKL will present a plaque to Marion City Library honoring the 3 star award. NCKLS will also provide a lunch to honor the entire MCL staff at their convenience.

2015 Goals—Linda will present the NCKLS budget and goals to the State Library Advisory Commission in June. There are few changes in the goals. We will continue to review system services, work on revising the web page and help libraries update their technology plans.

New business

The draft of the 2015 NCKLS budget was reviewed. Expenditures have been reduced a little but overall the budget seems fair.

The meeting was adjourned by President Benson at 11:52.

The next meeting of the NCKLS Executive Board will be August 7, 2014 at 9:30 a.m. in the Hilton Garden Inn Ballroom.

Respectfully submitted,

Eric Benson, President

Carol Barta, Recording Secretary