

**North Central Kansas Library System
Executive Board Meeting Annual Meeting
August 6, 2015**

President Eric Benson called the August meeting of the Executive Committee of the North Central Kansas Library System to order at 9:32 a.m. in the auditorium at the Manhattan Public Library.

Members present: Eric Benson, Judith Cremer, Janet Duncan, Robin Ottoson, Gwen Owens-Wilson, Wayne Link, Janet Keller, Janice Lyhane, Mary White, Gerald Myers, Susan Adamchak, and Susan Davis.

NCKLS staff present: Linda Knupp, Director; Carol Barta, Assistant Director; Jennifer Lund, Business Manager; LaDonna Clark, Technology Trainer; Richard Miller, Technology Consultant; Duane Mayer, Assistant Technology Consultant; Denise Coon, Rotating Book Coordinator; and Melendra Sanders, Youth Consultant.

Gwen Owens-Wilson moved that we approve the consent agenda. Mary White seconded the motion. The motion carried.

Business Manager Jennifer Lund presented the financial statement.

Period Ending 6-30-2015

Summary of Expenses

General Account	56,516.69
Employee Benefit Account	14,079.58
Other Income	17,230.89
Capital Improvement	0

Business Manager Lund noted that on page 2, NCKLS funds for KPERS are on target. On page 3, the audit & legal expense is for the annual audit; the expense under staff development is for a budgeting workshop; and the expense under technology equipment & maintenance is for routers. In the summary, Lund noted that NCKLS is under 50% of the budget. Lund asked if there were any questions about the June budget; hearing none, she discussed the July budget.

Period Ending 7-31-2015

Summary of Expenses

General Account	60,505.58
Employee Benefit Account	14,056.29
Other Income	6,504.08
Capital Improvement	0

Business Manager Lund noted that the expense under the miscellaneous shared category is for the movie licensing fee. This outlay will be reimbursed to NCKLS as the libraries repay their fees. The expense under the technology support category is for the subscription to Deep Freeze. On page 3, Lund explained that the expense under the office supplies is for book processing materials, while the travel expense is for vehicle tags and the insurance on the Prius. On the summary page, NCKLS remains below our budgeted spending for July.

President Benson asked if there were any questions on the financial reports; hearing none, President Benson entertained a motion to approve the financial reports. Susan Davis so moved. Gwen Owens-Wilson seconded. The motion carried.

President Benson called for comments from the NCKLS Executive Board. There were no comments or questions raised.

Director Linda Knupp explained that she would present the budget and goals for 2016 at the budget hearing and annual meeting. Knupp noted that the approved budget presented in May to the executive board was short \$6,000. That amount is reflected in the revised budget.


President Benson called for comments from the NCKLS Executive Board. There were no comments or questions raised, and the meeting was adjourned at 9:39 a.m.

The next meeting of the NCKLS Executive Board will be September 24, 2015 at 10:00 a.m. in the NCKLS office.

Respectfully submitted,



Eric Benson, President



Melendra Sutliff Sanders, Recording Secretary