

**North Central Kansas Libraries System  
Budget Hearing 2017 Budget  
Full System Board and Annual Meeting  
August 4, 2016**

President Judith Cremer called the public hearing for the 2017 NCKLS budget to order at 10:02 a.m.

**Presentation of the 2017 System Budget**

Director Knupp presented the proposed 2017 System Budget. The proposed budget was reviewed at May Executive Board Meeting and shared with State Library of Kansas Advisory Commission in June, along with the 2016 goals as required by Kansas Administrative Regulations. The proposed budget was published in advance in the 8 taxing counties' newspapers of record. NCKLS expects \$11,111,768 in expenditures, and the published budget gives the system the authority to spend up to \$1,268,610 in 2017. According to the new state regulation, our increase will exceed the consumer price index for all urban consumers in the calendar year in 2015, which is .125% or \$1,030. Because our budget will exceed this increase, we will need to make it public that we are exceeding this amount according to the statute 792925b. The estimated tax rate will be 1.602 mills, which is about a quarter of a mil increase. Executive committee reviewed the fees for our non-taxing libraries and approved a 2% increase in the base fee for non-taxing counties. There will not be an increase in the rotating book fee.

Packets include a budget narrative with explanations of individual expense lines. 62% of the budget is salaries and employee benefits. There was some decrease in salaries based on an evaluation of shared staff salaries. The current salary budget allows for a cost of living increase and merit increases. There is a substantial change to our employee benefits fund to correct an auditing error that was made in last year's budget. Change in the cataloging line is due to a move away from OCLC. There were no major changes in the expenses. We do not have a transfer included in the capital improvement fund this year.

Director Knupp asked if there were any questions. Gwen Owens-Wilson thanked Linda for creating the budget narrative, as it is extremely helpful in understanding the numbers of the budget. The board asked to hear about the disasters Linda alluded to in her report. Director Knupp explained that a cracked sewage pipe in December contaminated some of the furniture and fixtures in the NCKLS offices. In addition, two of the NCKLS vehicles were damaged in a December accident. Since the driver didn't have insurance, NCKLS had to pay for the repairs.

President Cremer opened the floor to public comments.

Hearing no public comments, President Cremer adjourned the public budget hearing at 10:14.

President Judith Cremer convened the 2016 Annual System Board Meeting at 10:14 a.m.

### **Roll Call**

Secretary-Treasurer Mary White called the roll. A quorum was met.

### **Collection of Ballots**

Ballots were collected for the executive committee elections, approval of the 2017 system budget, and the 2017 system goals.

### **Approval of Minutes**

President Cremer called for the approval of the minutes from the August 6, 2015 annual meeting.

Susan Adamchak motioned to approve the minutes. Gwen Owens-Wilson seconded the motion. The motion carried.

### **Director's Report**

Director Knupp noted that library advocacy was essential and very successful in 2015, explaining that the proposed legislation would have seriously damaged small libraries and their abilities to provide library services, as well as large libraries to maintain the level of service they currently support.

Knupp presented the status of the 2015-2016 NCKLS Service Goals. Kansas Library Handbook was distributed and the Kansas Library Trustee Manual was created. NCKLS has increased the support we provide school libraries, including hosting a Kansas Association of School Librarians district meeting and a school librarians summer workshop. One third of the NCKLS libraries completed or updated technology plans. Richard, Duane, and LaDonna worked with libraries to update technology plans and support on software education. NCKLS provides filtering for library computers and shared websites. LaDonna has worked hard to roll-over our websites to a new server. The installation of Screen Connect really cuts the travel time for consulting staff to help libraries. We had excellent attendance at our continuing education opportunities, including youth workshops, Book Fair, NeCessary KnowLedge, and directors' meetings.

NCKLS had 13 libraries that took advantage of our continuing education grants, and over \$15,000 was distributed in 2015. Over \$157,000 was provided for extended services and technology grants and service improvement grants. We also created a small good idea grant tied into summer reading. Support for E-Rate filing saved libraries \$62,000.

NCKLS also provided assistance for NORCAT, group discounts and ordering, processing and cataloging materials, interlibrary loan support with courier and postage subsidies, and support for shared materials including eBooks, eMagazines, and the rotating book collection.

Director Knupp recommended that all the libraries encourage their trustees to attend the KLA preconference on being a library trustee. The cost of the preconference will be paid by the Kansas Library Association and the regional systems. Knupp called for questions.

