

**North Central Kansas Library System
Executive Board Meeting
August 4, 2016**

President Judith Cremer called the August meeting of the Executive Committee of the North Central Kansas Library System to order at 9:41 a.m.

Members present: Judith Cremer, Mary White, Janice Lyhane, Robin Deich Ottoson, Shannon Reid-Wheat, Gerald Myers, Wayne Link, Susan Adamchak, Alisha Paddock, Susan Davis, Carolyn Elliott, and Gwen Owens-Wilson.

NCKLS staff present: Linda Knupp, Director; Jennifer Lund, Business Manager; Marcy Allen, Technical Services & Collections Manager; Teri Belin, Human Resources; LaDonna Clark, Technology Trainer; Duane Mayer, Assistant Technology Consultant; Denise Coon, Rotating Book Coordinator; and Melendra Sanders, Youth Consultant.

President Cremer called for any questions, amendments, or comments to the consent agenda. Hearing none, President Cremer called for a motion to approve the consent agenda. Susan Davis so moved. Gwen Owens-Wilson seconded. The motion carried.

Business Manager Jennifer Lund presented the financial statements.

Period Ending June 30, 2016

Summary of Expenses

General Account	59,782.26
Employee Benefit Account	14,205.01
Other Income	5,618.46
Capital Improvement	0

Business Manager Lund noted that at the end of June, NCKLS is halfway through the fiscal year. On page one, the miscellaneous shared amount is for movie licensing. On page two, Lund pointed out that the payroll expenses are at 45.96%. On page three, the state shared contributions went toward downloadables for EZ library. On page four, Lund pointed out that nothing came out of capital improvement. At the end of the June financials, Lund noted that we are at 45.2% of our projected budget. Robin Deich Ottoson asked why the technology grant use is so low. In part, this is because it is a newer grant that libraries are still getting used to, and in part this is because we are only halfway through the year.

Period Ending July 31, 2016

Summary of Expenses

General Account	550,346.21
Employee Benefit Account	14,206.58
Other Income	1,786.04

Business Manager Lund noted that the July financials are equal to 51.21% of our annual budget, and we are currently under budget. On page one, the miscellaneous shared amount is for Screen Connect, which is replacing LogMeIn as our screen sharing software. There is also reimbursement for the movie licensing outlay. Page two was standard. On page three, the office supply funds were spent on barcodes for the libraries and will be reimbursed by libraries. The staff development funds are for Melendra to travel to the YALSA National Symposium. Page four is standard. Janice Lyhane asked why the postage fund is overspent, and Lund explained that it is because NCKLS pays for postage in advance and the fund is reimbursed by MPL as they use postage services.

Business Manager Lund asked if there were any other questions. Hearing none, President Cremer called for approval of financial statements. Robin Deich Ottoson so moved. Susan Davis seconded. The motion carried.

President Cremer adjourned the meeting at 9:49 a.m.

The next annual meeting will be August 3, 2017 in the MPL auditorium.

Respectfully submitted,

Judith Cremer, President

Melendra Sutliff Sanders, Recording Secretary