

**North Central Kansas Library System  
Executive Board Meeting  
August 24, 2023**

President Moulton called to order the May meeting of the Executive Committee of the North Central Kansas Library System at 9:32 a.m.

Members present: Wendy Mouton, Shannon Reid-Wheat, Judy Goodrich, Alisha Paddock, Nikki Plankinton, Judith Cremer, Linda Cook, Jennifer McCall, Aimee Roberts, Heather Caswell, Pauline Stacchini, Kim Orr, Anita Westcott, Shelly Wirtz, Lynn Teeters,

NCKLS staff present: Jennifer Lund, Business Operations Manager; Sandy Wilkerson, Library Director; Eric Norris, Director of Manhattan Public Library; Teri Belin, Human Resources Consultant; Duane Mayer, Technology Consultant; Kim Scaler, Assistant Technology Consultant; Krystal Cooper, Acquisitions Assistant.

**Consent Agenda**

Cook made a motion to approve consent agenda. Paddock seconded and the motion passed.

**Financial Statement and Approval of Bills**

Summary of Expenses for the Period Ending, June 30, 2023

General Account	\$ 498,268.65
Employee Benefit Account	90,159.80
Other Income	18,262.69
Capital Improvement	24,655.00

Summary of Expenses for the Period Ending July 31, 2023

General Account	\$ 590,800.62
Employee Benefit Account	104,586.72
Other Income	22,827.67
Capital Improvement	24,655.00

Business Manager Lund explained the June 2023 financial statement. The counties paid one of the six payments. \$3085.00 was paid for content insurance. The \$7,458.65 from Miscellaneous Shared was for eRate for the year. Workers compensation will come out in September. Interest has been increasing is why we are way over in the budget line. We received some contracting fees from the contracting libraries. The purchase of the Nissan Rogue was approved in May. NCKLS only had to pay 24,655.00 with the trade in of the Prius. In June, we received a little over 95.5% of our income and spent 42.5% of expenses.

Lund also explained the July 2023 financial statement. The Miscellaneous Shared expense of \$6,911.62 is Screen Connect software which NCKLS pays for every 2 years so that NCKLS IT staff can access libraries' computers and the cost of movie licenses. Interest rates also impacted the budget in July. In July we spent almost half of the expenses.

Paddock moved to approve the financial report. Reid-Wheat seconded, and the motion passed.

**Staff Reports**

At the state level, there have been discussions on how to increase a state aid. Director Wilkerson will report back on the progress of those discussions. Director Wilkerson will be meeting with libraries about state data. Director Wilkerson also announced that you are supposed to record revenue you get in-kind from your city.

Refer to meeting packet for further staff reports.

**Old Business**

Last meeting, we voted to approve the 2023 financial audit. It was the 2022 audit that was given. A new motion is needed to approve the 2022 audit.

Cook moved to approve the 2022 audit. Plankinton seconded, and the motion was passed.

**New Business**

KPERs resolution will go before the system board. August of 2024 NCKLS will be separating from the Manhattan Public Library. NCKLS needs to establish itself as a separate employer with the Kansas Public Employee Retirement System.

**Executive Board Member Comments**

No board member comments.

**Adjournment**

There being no further business President Moulton called for a motion to adjourn. Paddock moved to adjourn Cook seconded and the motion passed. The meeting was adjourned at 9:46 a.m.

The next meeting will be October, 19<sup>th</sup> 2023 at 10 a.m.

Respectfully submitted,

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Wendy Moulton, President

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Krystal Cooper, Recording Secretary