

## EXECUTIVE COMMITTEE MEETING

April 13, 2011

The Executive Committee of the Northwest Kansas Library System met on April 13, 2011 at Pioneer Memorial Library, Colby, Kansas. Chair, Mona Coupal called the meeting to order at 3:10 PM.

Present for the meeting were Mona Coupal, Chair; Nancy Saddler, 1<sup>st</sup> Vice Chair; Mary Luehrs, 2<sup>nd</sup> Vice Chair; Karen Gillihan, Secretary; Mary Prickett, Treasurer; Sharon DuBois, Jodee Reed, Marcia Hickert and Helen Rhodes members at large. Stephanie Brock, member at large, was present by phone. Staff members present were George Seamon and Valerie Elliott.

The agenda was amended to add the following items under Old Business, Interim Director's Salary and Building Lease; and the following item under New Business, System Plan for 2012 (not 2011 as stated on the agenda).

### MINUTES, APPROVAL OF

Nancy Saddler MOVED with a second from Mary Prickett, to approve the minutes of the March 09, 2011 as submitted. The motion carried.

Sharon DuBois MOVED with a second from Nancy Saddler, to approve the minutes of the March 22, 2011 as submitted. The motion carried.

Sharon DuBois MOVED with a second from Jodee Reed, to approve the minutes of the March 30, 2011 conference call meeting as submitted. The motion carried.

### BILLS AND FINANCIAL REPORT, APPROVAL OF

Karen Gillihan MOVED with a second from Marcia Hickert, to approve the financial report and the pay the bills. The motion carried.

### INTERIM DIRECTOR REPORT

George reported on the activities of the System, including meetings attend, workshops attended and held. George also handed out a summary of the 2011 Summer Reading Workshop Evaluation Report. George updated the Committee on the programs to be offered for the Full System meeting. George provided an update on the State Library of Kansas negotiations with Overdrive.

### OLD BUSINESS

#### Other

#### Lease Contract

George provided us a draft of the new lease for the building. He reported the possibility that the square footage may be inaccurate in the previous lease and the city will re-measure the space. Talking books will vacate in October, Mary Boller is already in the process of moving a few items out of space. Mary Prickett wondered if we would need the storage space in the broiler room included in the measurement. George will keep the Committee up to date.

#### Pay increase for Interim Director

Nancy Saddler MOVED with a second from Mary Prickett to go into executive session at 3:22pm for 10 minutes to discuss non-elected personnel salary. The motion carried.

The meeting resumed in open session at 3:42 PM.

Stephanie Brock left the meeting at 3:42 PM.

Marcia Hickert MOVED with a second from Karen Gillihan to raise Interim Director George Seamon's salary to \$45,000 beginning April 1, 2011 until a permanent director is hired. The motion carried.

### NEW BUSINESS

#### Report from Budget Committee

Nancy reported on the budget committee recommendation. It was decided contract with the State of Kansas for health insurance, instead of the 125 cafeteria plan, due to increase cost of health insurance.

Mary Prickett MOVED with a second from Nancy Saddler, to approve the 2012 budget for recommendation to the Full System Board. The motion carried.

Mary Luehrs left the meeting at 4:15 PM.

#### Report from Planning Committee

Karen Gillihan presented the System Plan for 2012.

Mary Prickett MOVED with a second from Nancy Saddler, to approve for recommendation to the Full System Board at the May meeting. The motion carried.

#### Public records request

Valerie will compile and mail the minutes of the meetings requested by Leslie Bell.

#### Disaster Supply Trailer

Karen Gillihan MOVED with a second from Nancy Saddler, allow George Seamon to sign the agreement to use the CKLS trailer in the case of a disaster in one of the NWKLS libraries. The motion carried.

#### Other

Sharon DuBois told the Committee that Leslie Bell had resigned as treasurer of KLAEF and Mary Boller was appointed treasurer.

It was requested to add an agenda item attorney for system for next month's meeting

### ADJOURNMENT

Nancy Saddler MOVED with a second from Mary Prickett to adjourn the meeting. The motion carried. The meeting was adjourned at 4:50 PM.

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Chair

Secretary