

EXECUTIVE COMMITTEE MEETING

August 10, 2011

The Executive Committee of the Northwest Kansas Library System met on August 10, 2011, at Pioneer Memorial Library, Colby, Kansas. Chair, Mona Coupal, called the meeting to order at 3:03 PM.

Present for the meeting were Mona Coupal, Chair; Mary Luehrs, 2nd Vice Chair; Karen Gillihan, Secretary; Mary Prickett, Treasurer; Stephanie Brock, Sharon DuBois, Marcia Hickert, Helen Rhodes, and Jodee Reed members at large. Nancy Saddler was absent. Staff members present were George Seamon, Mary Boller, and Valerie Elliott. Visitor present was Brian Thompson, CPA, Mapes, and Miller.

BUDGET HEARING OPENED

Mona Coupal Chair, declared the Budget Hearing open at 3:04 PM.

INTRODUCTIONS

APPROVAL OF THE AUDIT REPORT

Brian Thompson presented the audit report on behalf of Mapes and Miller. Mary Prickett MOVED, with a second by Karen Gillihan, to approve the Audit Report. The motion carried.

MINUTES, APPROVAL OF

Helen Rhodes MOVED, with a second from Karen Gillihan, to approve the minutes of the July 13, 2011, meeting as submitted. The motion carried.

BILLS AND FINANCIAL REPORT, APPROVAL OF

Jodie Reed MOVED, with a second from Mary Luehrs, to approve the financial report and to pay the bills. The motion carried.

DIRECTOR'S REPORT

George Seamon requested to amend the agenda and add the 6x6 Story-time Kit Recipes Proposal under New Business. George reported that he had attended a State training on Open meetings and would like to present the information that he learned at the next Committee meeting. George reported that job descriptions were almost completed. Valerie Elliott submitted a letter of resignation and it was accepted. Amanda Davis will replace Valerie Elliott as the new Business Manager.

OLD BUSINESS

Xerox Contract

George and Valerie gave information about leasing a new Xerox copier with scan and faxing features. Mary Prickett MOVED, with a second from Jodie Reed, to accept the new Xerox lease contract. The motion carried.

Health Insurance Contract

Valerie and George reported that there has been an increase in the State plan rates, but the rates remain within the budgeted amount. Karen Gillihan MOVED, with a second from Mary Prickett, to allow George to sign the contract. The motion carried.

OTHER

No other old business proposed.

BUDGET HEARING CLOSED

Mona Coupal, Chair, declared the Budget Hearing closed at 3:42 PM.

NEW BUSINESS

Adoption of the Resolution on 2012 Budget Increase

Mary Prickett MOVED, with a second from Stephanie Brock, to adopt the resolution on the 2012 budget increase. The motion carried.

Adoption and Certification of 2012 Budget

Mary Prickett MOVED, with a second from Helen Rhodes, to adopt and certify the 2012 Budget. The motion carried.

Business Manager Resignation

Valerie Elliott resigned her position at NWKLS as Business Manager and will be replaced by Amanda Davis. The Executive Committee expressed their gratitude for Valerie's service.

Appointment of Nominating Committee for October Elections of Officers

Mary Luehrs will chair with Helen Rhodes and Karen Gillihan as members.

OTHER

George reported that the 6x6 Story-time Kit Recipe LSTA Grant Proposal was accepted by the State Library. Stephanie Brock MOVED, with a second from Mary Luehrs, to approve the contract and have George Seamon sign the contract.

ADJOURNMENT

Mary Prickett MOVED, with a second from Jodie Reed, to adjourn. The motion carried. The meeting was adjourned at 3:50 PM.

Chair

Secretary