

## EXECUTIVE COMMITTEE MEETING

May 11, 2011

The Executive Committee of the Northwest Kansas Library System met on May 11, 2011 at Northwest Kansas Library System, Norton Kansas. Chair, Mona Coupal called the meeting to order at 12:08 PM.

Present for the meeting were Mona Coupal, Chair; Mary Luehrs, 2<sup>nd</sup> Vice Chair; Karen Gillihan, Secretary; Mary Prickett, Treasurer; Sharon DuBois, Marcia Hickert and Helen Rhodes members at large. Staff members present were George Seamon and Valerie Elliott.

### MINUTES, APPROVAL OF

Karen Gillihan MOVED with a second from Mary Luehrs, to approve the minutes of the April 13, 2011 as submitted. The motion carried.

Sharon DuBois MOVED with a second from Helen Rhodes, to approve the minutes of the April 28, 2011 as submitted. The motion carried.

### BILLS AND FINANCIAL REPORT, APPROVAL OF

George Seamon presented the report.

Mary Prickett MOVED with a second from Sharon DuBois, to approve the financial report and the pay the bills. The motion carried.

### INTERIM DIRECTOR REPORT

George Seamon reported on the activities of the System, including meetings attend, workshops attended and held.

### OLD BUSINESS

#### Report from Director Search Committee

Sharon DuBois gave a report on the activities of the search committee.

#### Applicant Search, approval of

Chairperson Mona Coupal established a committee for the applicant search. The committee will comprise of Mona Coupal, Karen Gillihan and Marcia Hickert.

#### System Director Job Description, approval of

Mary Prickett MOVED with a second from Karen Gillihan to approve the position description, the position advertisement and placement of the position advertisement. The position will be advertised with Norton Chamber of Commerce, KLA, MPLA and the System website. The motion carried.

#### Other

##### Lease Contract

Sharon DuBois MOVED with a second from Mary Luehrs to approve the lease for the System space. The motion carried.

##### Retainer with Attorney

Mary Prickett MOVED with a second from Marcia Hickert to approve the retainer with Sebelius and Griffiths LLP. The retainer will be \$500. The motion carried.

##### KLAEF Loan Employee

Mary Prickett MOVED with a second from Sharon DuBois to approve the loan employee agreement with KLAEF.

### NEW BUSINESS

#### Unemployment claim of Leslie Bell

The Committee reviewed the information from Kansas Department of Labor. No action was taken.

#### Executive Committee meetings in June and July, discussion

The June meeting will be held at Pioneer Memorial Library in Colby, Kansas. No determination was made about the July meeting.

**Other**

**Summer Reading LSTA Grant**

George Seamon informed the Committee he had offered the System services to handle the grant, since Southwest Kansas Library System would be unable to do so after this year.

**ADJOURNMENT**

Marcia Hickert MOVED with a second from Mary Prickett to adjourn the meeting. The motion carried. The meeting was adjourned at 12:53 PM.

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Chair

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Secretary