

EXECUTIVE COMMITTEE MEETING

October 12, 2011

The Executive Committee of the Northwest Kansas Library System met on October 12, 2011, at Immanuel Methodist Church, Bird City, Kansas. Nancy Saddler, 1st Vice Chair; called the meeting to order at 12:18 PM.

Present for the meeting were Nancy Saddler, 1st Vice Chair; Mary Luehrs, 2nd Vice Chair; Mary Prickett, Treasurer; Stephanie Brock, Sharon DuBois, Marcia Hickert, and Helen Rhodes, members at large. Mona Coupal, Chair; Karen Gillihan, Secretary; and Jodie Reed were not present. Staff members present were George Seamon, Mary Boller, and Aurelia Jackson.

APPROVAL OF THE MINUTES,

Mary Prickett MOVED, with a second from Marcia Hickert, to approve the minutes of the September 10, 2011, meeting as submitted. The motion carried.

BILLS AND FINANCIAL REPORT, APPROVAL OF

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

DIRECTOR'S REPORT

George Seamon requested to add 6 by 6-program discussion to New Business. George reported that he received another inquiry by the Governor's office regarding Governor's Appointees. He also reported that this year's committee minutes are available on the NWKLS website for easy access by all public and private entities.

OLD BUSINESS

Xerox Copier

George reported that the new copy machine has arrived and staff will receive training on the new machine, Tuesday October 17.

Talk Book Program

George reported that the shelving and remainder of the Talk Books collection would arrive at NWKLS on October 25.

5 Year Planning

George named four key areas of focus for the 5 year planning committee, Continuing Education, Services, Technology, and Resource Sharing. He requested input from the committee on the key areas and the committee agreed that the areas suggested were sufficient.

NEW BUSINESS

Gale Database

George reported that Gale/Cengage is offering discounted databases to rural and small libraries. One database of interest provides 50 reference titles in e-book format. The yearly service fee for the database is \$600.00 with an initial cost of \$4500. The committee tabled this item until the November 9 meeting, so that they can gather more information to make a decision.

Technology Position Report

George reported that it has become necessary to add a technology position at the system and that funding is available, in the budget, to add this position. Sharon Dubois MOVED, with a second from Mary Luehrs, to create and open the technology position, and offer the position to the best-qualified person starting at \$33,000.00 a year. The motion carried.

Policy Committee

George will contact members of the policy committee and setup a date to meet.

Holiday Closings

George reported that the system office would close on November 24 and 25 in observance of Thanksgiving, December 23 and 26 in observance of Christmas, and December 30 and January 2 in observance of New Years.

Staff Appreciation

Mary Prickett MOVED, with a second from Stephanie Brock, to give the staff an extra vacation day, of their choosing, between Thanksgiving and Christmas for staff appreciation. The motion carried.

Other

George reported that Mary Boller wrote a grant and received \$1250.00 in LSTA Funds to create 6 by 6 Ready to Read Story-time Kit recipes for the State Library. George asked for the board's thoughts about offering grants to member libraries for the establishment of a Ready to Read area in their libraries. George proposed to offer 5-\$200.00 grants. A committee agreed it was a good idea. George will develop specific criteria for applying for grant and the committee will approve the grant at that time.

ADJOURNMENT

Mary Prickett MOVED, with a second from Helen Rhodes, to adjourn. The motion carried. The meeting adjourned at 1:21 PM.

Chair

Secretary

Next Meeting Date: November 9, 2011.