

Southwest Kansas Library System

100 Military Ave., Suite 210, Dodge City, KS 67801

Phone: (620)225-1231 · Phone: 800-657-2533 · Fax: (620)225-0252

E-mail: swkls@swkls.org Website: www.swkls.org



The Southwest Kansas Library System Executive Board met for its regular meeting on Friday, March 14, 2008 at 10:00 a.m. The meeting was held in the Meeting Room, Cimarron City Library, Cimarron, Kansas.

Those attending were:

Denise Smith, Chair	Stanton County Representative
Marla Dunn	Clark County Representative
Ellen Selzer	Comanche County Representative
David Kearney	Edwards County Representative
Joan Weaver	Edwards County Governor Appointee
Denise Galarraga	Finney County Representative
Leesa Shafer	Ford County Representative
Sara Powell	Gray County Representative
Lori Zerr	Greeley County Representative
Joyce Armstrong	Hamilton County Representative
Jacque Sherrill	Hodgeman County Representative
Richard Brookman	Kearny County Representative
Ruby Martin	Lane County Representative
Carolyn Chase	Meade County Representative
Virginia Johnson	Morton County Representative
Jean Schlegel	Ness County Representative
Carol Rittscher	Seward County Representative
Eunice Schroeder	Stevens County Representative
Emily Sitz	SWKLS Director
Dawnon Beaver	Meade Public Library
Cindy Hittle	Rolla Library
Candi Cook	Cimarron Library
Patricia Timm	Kearny County Public Library
Mary Ehret Holler	Protection Township Library
Debbi Milne	Ingalls Public Library
Stacey Strickland	Stevens County Library
Charlene McGuire	SWKLS
Sara McFarland	SWKLS
Carolyn Guernsey	SWKLS

The meeting was called to order by Board Chair Denise Smith. She added “Communications” to the agenda following approval of the Minutes. Virginia Johnson made a motion the agenda be approved with this addition. Eunice Schroeder seconded. Motion carried.

Introductions were made and the roll call sheet was passed around to sign.

Providing services and support to

Clark / Comanche / Edwards / Finney / Ford / Grant / Gray / Greeley / Hamilton / Haskell / Hodgeman / Kearny
Lane / Meade / Morton / Ness / Scott / Seward / Stanton / Stevens / Wichita Counties

The minutes from the January 11, 2008 Executive Board meeting were presented for approval. Leesa Schafer made a motion the minutes be accepted as presented. Eunice seconded. Motion carried.

Carolyn read two pieces of correspondence, one from Karen Salmans and the Hanston City Library Trustees in thanks for the Collection Development Grant, and one from Webster T. Roth, Acting Superintendent of Kansas Soldiers Home, in thanks for the donation of sensory stimulation items (Older Americans Grant materials) we no longer circulate.

Emily reviewed the Budget Summary for the month ending February 29, 2008. Carolyn reviewed the Account Balances and Income Summary for the month ending February 29, 2008.

Carolyn reviewed the bills for the month of March:

General Fund check #28338 through #28412

Grants and Aids check #5479 through 5484

with listed bills to be added before the end of the month from Alltel, Best Water of Southwest Kansas, AT&T, Blue Cross/Blue Shield of Kansas, Cox Communications, Wal Mart, the 3/18/08 payroll, Emily Sitz expense check, BPH salary reimbursement and, in addition, Gale's Pro Forma invoice for large print standing order. Jean Schlegel made a motion to pay the bills listed and the anticipated bills. Lori Zerr seconded. Motion carried.

Emily stated the directors of the seven Regional Library Systems and the State Library have been working on a shared plan for 2009. It sets five goals – automation and courier service, advocacy, on-line resources, continuing education (core competencies), and reviewing state standards for libraries. The Plan will be presented for approval at Spring Assembly. We will also prepare for approval a plan similar to what we have in the past outlining our System's services and initiatives.

Denise Galarraga reported for the Continuing Education Grant Committee that all applications were approved except for one that was ineligible under the grant guidelines. She passed out grant checks to those in attendance who received grants.

Emily reviewed the Budget Committee's recommendations for the 2009 System budget, beginning with Library Development Grant increases based on recommendations from the 2005-06 Extended Service Grant Task Force.

At 10:45 a.m. Jean made a motion to recess into executive session to discuss employee compensation, the open meeting to resume in 15 minutes. The general meeting resumed at 11:00 a.m.

Emily continued the Budget Committee recommendations with proposed line items and contracting fee chart. She explained the history behind the final recommendation for the board to consider again whether libraries expanding their taxing districts should contract with the System for services. The Committee recommends the Bylaws Committee investigate and work into the Bylaws as necessary. The Budget Committee recommendations will be presented to the Full System Board at Spring Assembly.

Richard Brookman reviewed the proposed change to the Bylaws allowing meetings via web-conferencing when deemed necessary by the Executive Committee.

Emily reported on the work of the state ILDP Task Force. The SLIM National Advisory Board met with ALA's Committee on Accreditation Onsite Review Panel Members, faculty and staff to discuss changes to SLIM's program.

Sara reported the State Library is discontinuing the Library Employee Education Program (LEEP) and SWKLS is investigating ways to continue tracking continuing education achieved by support staff. She reviewed upcoming workshops and conferences.

Charlene reported on VERSO updates and changes.

Carolyn reported letters will be sent in March reminding library boards to appoint representatives to the SWKLS Full Board.

Other announcements included:

Joan Weaver announced the Library Development Committee will meet after the workshop this afternoon.

Ruby Martin said the Lane County Extension Office had given her a copy of "Situations and Trends" from KSU Extension. It has a lot of good information and is available for all Kansas counties.

Jacque Sherrill reported on free children's programming available from Smoky Hills Public Television.

Richard Brookman encouraged librarians to contribute to the KSYA Yahoo Users Group. Denise Smith announced Stanton County Public Library will have an Open House on Monday, March 17 to celebrate recent renovations.

Marla Dunn made a motion the meeting adjourn. Virginia Johnson seconded.

Respectfully submitted,

Carolyn Guernsey
Recording Secretary