

Southwest Kansas Library System

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The Full Board of the Southwest Kansas Library System met for their annual Fall Assembly Meeting on Friday, October 10, 2008 at 10:00 a.m. The meeting was held in the Lower Level Meeting Room at the Dodge City Public Library, Dodge City, Kansas.

Those attending were:

Denise Smith, Chair	Stanton County Library Representative
Kathy Leon	Bucklin Public Library Representative
Joyce Armstrong	Hamilton County Library Representative
Eunice Schroeder	Stevens County Library Representative
Jean Schlegel	Ness City Public Library Representative
Richard Brookman	Kearny County Library Representative
Holly Mathes	Grant County Library Representative
Virginia Johnson	Morton County Library Representative
Mary Ehret Holler	Protection Township Library Representative
Ellen Selzer	Coldwater-Wilmore Library Representative
Cara Vanderree	Ashland City Library Representative
Leesa Shafer	Spearville Township Library Representative
Carolyn Chase	Plains Community Library Representative
Carol Rittscher	Kismet Library Representative
Dawnon Beaver	Meade Public Library Representative
Jacque Sherrill	Jetmore Public Library Representative
Karen S. Salmans	Hanston City Library Representative
David Kearney	Henry Laird Library Representative
Joan Weaver	Edwards County Governor's Appointee
Virginia Gleason	Kinsley Public Library Representative
Lori Zerr	Greeley County Library Representative
Ruby Martin	Lane County Library Representative
Beulah Jones	Dodge City Public Library Representative
Shelly Huelsman	Dodge City Community College Representative
Kay Craig	Ford City Library Representative
Jamie Wright	Haskell Township Library Representative
Candi Cox	Cimarron City Library Representative
Vanessa Trujillo	Stanton County Library
Tammy Dickey	Kearny County Library
Marilyn Kolbeck	Spearville Township Library
Mary Roehr	Plains Community Library
Ronda Garza	Kismet Library
Cathy Reeves	Dodge City Public Library
Joyce N. Davis	Emporia State University/WA White Committee
Emily Sitz	SWKLS Director
Charlene McGuire	SWKLS
Patti Cummins	SWKLS

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Sara McFarland	SWKLS
Tandy Ritchhart	SWKLS
Steve Andrews	SWKLS
Carolyn Guernsey	SWKLS

The meeting was called to order by Board Chair Denise Smith. Introductions were made and the roll call sheet was passed around to sign.

Denise stated that “KLA Membership” should be added to the agenda and “Library Development Program Committee Report” should be changed to an action item. Also, Dr. Joyce Davis will present the William Allen White Award information after the “Bills for October.” Leesa Shafer made a motion the agenda be accepted with these changes. Kathy Leon seconded. Motion carried.

The minutes from the September 19, 2008 Executive Board meeting were presented for approval. Jean Schlegel made a motion to approve the minutes as presented. Virginia Johnson seconded. Motion carried.

Emily reviewed the Budget Summary for the month ending September 30, 2008. Carolyn reviewed the Account Balances for the month ending September 30, 2008.

Carolyn reviewed the bills for the month of October:

General Fund check #28832 through #28877

Grants and Aids check #5699 through #5733

with bills to be added before the end of the month from Alltel, AT&T, Best Water of Southwest Kansas, Blue Cross/Blue Shield of Kansas, Cox Communications, Dillons, Visa, Wal Mart, October 14 and 28 payroll expenses, Ebsco (\$725.72) and Dell Marketing (\$2,896.22). Eunice Schroeder made a motion to pay the bills listed and the anticipated bills. Joyce Armstrong seconded. Motion carried.

Dr. Joyce Davis, Emporia State University, reviewed the distinguished history of the William Allen White Book Award program. Until recently participation in the program has been limited to students whose schools participated. She asked public library support in promoting the program to home-school students and students whose schools don't participate.

Kathy Leon, chair of the Nominating Committee, presented the slate of officers put forth by the committee: Richard Brookman for Second Vice-Chair, Mary Holler for Treasurer, and Sara Powell for Secretary. Denise asked for nominations from the floor. There were none. Joyce Armstrong made a motion to approve those who have been nominated. Joan Weaver seconded. Motion carried.

Carolyn reviewed the Contracts for Approval. Hamilton County Library and Montezuma Township Library should be removed from the Public Library list because the contracts haven't been received. USD #381, Spearville, should be added to the list of “A” School Contracts. Contracts for Approval total \$169,240. Ruby Martin made a motion to approve the Contracts for Service. Leesa Shafer seconded. Motion carried.

Emily reviewed the bylaws changes. She asked that changes to Article 3 be tabled until Spring Assembly. She also recommended that the wording for Article 9.2.3. be changed for further clarification. Joan Weaver made a motion to table changes to Article 3 until Spring Assembly and to adopt a change to Article 9.2.3 to read "Library Development Program Committee shall be composed of six to ten member library representatives and trustees that include public library interests. It shall annually review criteria for Library Development Program accreditation standards for adoption by either the Full System or Executive Board by October of each year so the criteria are in place before a new calendar year." Virginia Johnson seconded. Motion carried.

Emily stated that institutional membership in the Kansas Library Association will cost \$550. Because of the changes in membership structure involving KLTA this is 2/3 of the cost last year. Lori Zerr made a motion to approve institutional membership in KLA for \$550 with payment to be made before the end of October. Ruby Martin seconded. Motion carried.

Charlene reported that 18 Major Technology Grants have been awarded. The remaining \$1,800 will be available for Tech Express Grants through the end of the year. She distributed grant checks to libraries in attendance.

Ruby Martin reported there is \$3,859 available for C.E. Grants after the three application rounds. This will be available for on-line courses. Sara McFarland will be sending out information on courses eligible for the grants.

Joan Weaver reported the Library Development Program Committee recommends offering libraries an opportunity to apply for accreditation for 2009. This would be a one-time exception to the two-year accreditation cycle. The Committee also recommends changing the Standard for materials expenditures from a minimum of 12% of a library's total operating expenditures to a minimum of 10%, in line with the current State Standards of 10-15%. Eunice Schroeder made a motion to offer a one-time application opportunity for a one-year accreditation for 2009 and to change the Standard for materials expenditures to a minimum of 10% of total operating expenditures beginning in 2010. Joyce Armstrong seconded. Motion carried.

Steve Andrews reviewed the workshop registration and tracking program he has developed.

Emily reported the State Library's budget has been reduced by 2%, with a possible additional reduction for next year. The State Library has scheduled an E-Rate Summit. Kan-Ed is working to provide T-1 connections to all public libraries, or possibly to provide a subsidy to help where a library is currently receiving comparable service. Kan-Ed and BCR are developing Users Manuals for ELMER Rooms. The ILDP Task Force has completed its work, recommending that \$250,000 in ILDP funds be put toward a state-wide courier. The remaining ILDP money (approximately \$350,000) should be used to support OverDrive and the Resource Grants. She has agreed to serve on the State Standards Task Force.

Sara reviewed upcoming Continuing Education events.

Charlene reported on Verso changes and a Verso Users Group meeting on October 30. The technology staff will complete installations of the new antivirus software by November 11.

A one-year subscription to Grant Station will be installed on the SWKLS conference room computer. She will be attending the Internet Librarian Conference the week of October 20.

Carolyn reviewed the new System Handbook. Application forms for C.E. Grants are available on the System's web site.

Patti reported she is scheduling Verso ILL training sessions around the System.

Joyce Armstrong made a motion the meeting be adjourned.

Respectfully submitted,

Carolyn Guernsey
Recording Secretary