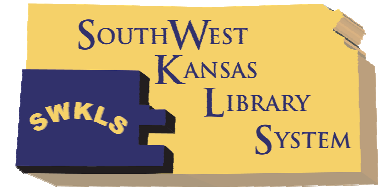


Southwest Kansas Library System

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The Southwest Kansas Library System Executive Board met for its regular meeting on Friday, August 14, 2009 at 10:00 a.m. The meeting was held in the Lois Flanagan Room at Dodge City Public library.

Those attending were:

Leesa Shafer, Chair	Ford County Representative
Ellen Selzer	Comanche County Representative
Virginia Gleason	Edwards County Representative
Joan Weaver	Edwards County Governor's Appointee
Holly Mathes	Grant County Representative
Candi Hemel	Gray County Representative
Lori Zerr	Greeley County Representative
Nola Ochs	Hodgeman County Governor's Appointee
Jacque Sherrill	Hodgeman County Representative
Richard Brookman	Kearny County Representative
Ruby Martin	Lane County Representative
Dawnon Beaver	Meade County Representative
Virginia Johnson	Morton County Representative
Jean Schlegel	Ness County Representative
Myra Coker	Ness County Governor's Appointee
Jill Pannkuk	Seward County Representative
Denise Smith	Stanton County Representative
Eunice Schroeder	Stevens County Representative
Emily Sitz	SWKLS Director
Tammy Dickey	Kearny County Library
Ronda Garza	Kismet Public Library
Kathy Leon	Bucklin Public Library
Cathy Reeves	Dodge City Public Library
Steve Andrews	SWKLS
Charlene McGuire	SWKLS
Sara McFarland	SWKLS
Janelle Mercer	SWKLS
Carolyn Guernsey	SWKLS

The meeting was called to order by Board Chair Leesa Shafer. Jean Schlegel made a motion the agenda be approved. Joan Weaver 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 June 12, 2009 Executive Board meeting were presented for approval. Virginia Johnson made a motion the minutes be approved as presented. Eunice Schroeder seconded. Motion carried.

Leesa opened the Budget hearing at 10:15. Emily summarized the changes from the current year budget and noted the published budget, on the advice of our auditor, was slightly less than the board had approved at Spring Assembly to avoid the necessity of publishing a resolution. Adding Dudley Township Library as contracting library will come close to making up the difference. Leesa asked for public comments; there were none. Leesa closed the Budget Hearing.

Lori Zerr made a motion to certify the budget to the Ford County Clerk. Denise seconded. Motion carried.

Emily reviewed the Budget Summary for the month ending July 31, 2009. Carolyn presented the Account Balances and Income Summary.

Carolyn reviewed the bills for the month of August:

General Fund check #29564 through #29615

Grants and Aids check #5945 through 5967

with listed 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, Wal Mart, 8/18/2009 payroll expenses, and invoices from Crucial Technologies and Global Gov/Ed. She asked that the invoice from Meade County News for budget publication also be added to the bills list. Joan Weaver made a motion to pay the bills listed and the anticipated bills. Ellen Selzer seconded. Motion carried.

Emily reported the State Library of Kansas Board approved the shared System Plan. This is the second year the System Directors have worked together to develop state-wide goals.

Denise Smith reported for the Nominating Committee that nominees for officers are:

Chair – Jean Schlegel

First Vice Chair – Richard Brookman

Second Vice Chair – Mary Holler

Treasurer – Holly Mathes

Secretary – Kathy Leon

Leesa presented a BPH contract with Liberal Memorial Library. Virginia Johnson made a motion to approve the contract. Eunice Schroeder seconded. Motion carried.

Leesa presented a contract for Full Service with Dudley Township Library for the remainder of 2009. Richard Brookman made a motion to approve the contract. Denise Smith seconded. Motion carried.

Carolyn presented a contract from e-Rate Solutions, L.L.C. The one-year contract will renew automatically each year unless cancelled by either party. Ruby Martin made a motion to approve the contract with E-Rate Solutions for preparation of SWKLS office and member library E-Rate applications. Candi Hemel seconded. Motion carried.

Emily explained that the volume fee for Kansas Library Express is being billed up front for libraries that anticipated usage in excess of 1,999 items. Also, branch libraries are being billed the full courier fee, not the discounted fee negotiated by Kansas Library Express. Because this is different than we had explained to the libraries based on our understanding at the time, she requested payment of these fees which total \$2,371. Joan Weaver made a motion to approve payment of courier volume fees for Dodge City Public Library, Grant County Library, Kearny County Library, and Stevens County Library, and the remainder of the full three-day fee for Rolla Branch of Morton County Library. Denise Smith seconded. Motion carried.

Emily explained that fees for Kan-Guard will be increasing. This state-wide solution to CIPA-required filters provided by NEKLS had been subsidized by Kan-Ed. Many libraries have opted to move from Kan-Guard to the free filtering offered with Kan-Ed T-1 and 3mg connections. SWKLS libraries, after seeing the restrictions in the Kan-Ed filter, have chosen to return to Kan-Guard. Steve is testing an open DNS system that may provide free filtering for SWKLS libraries and could potentially replace Kan-Guard state-wide. Joan Weaver made a motion to table this item until the September meeting. Ellen Selzer seconded. Motion carried.

Leesa stated Kansas Library Association membership fees have increased to \$750 for institutions with budgets exceeding \$750,000. Lori Zerr made a motion to renew SWKLS institutional membership in KLA \$750 fee. Virginia Johnson seconded. Motion carried.

Leesa stated it is also time to renew membership in Friends of Kansas Libraries. Richard Brookman made a motion to renew SWKLS membership in FoKL and sponsor an award. Denise Smith seconded. Motion carried.

Emily reminded members the Friends of Kansas Libraries Board needs a representative from the southwest region and urged them to make suggestions to fill this position.

Leesa explained the System's three-day Christmas holiday closing needs to be set by the Board because the 26th falls on a Saturday. Denise Smith made a motion to close SWKLS offices December 24, 25 and 31 and January 1. Eunice Schroeder seconded. Motion carried.

Carolyn presented the state-wide Summer Program LSTA Grant application. Candi Hemel made a motion to approve the application with SWKLS serving as fiscal agent for KLCY. Jean Schlegel seconded. Motion carried.

Emily reported a new Task Force is being formed to add a quantitative element to the newly revised State Standards, possibly including a revision of the Kansas Public Library Handbook. The State library is working with AutoGraphics to make some one-time upgrades to AGent. She will monitor possible implications to our budget for VERSO elements. She expressed appreciation for the opportunity to attend ALA and stated she brought back a lot of new ideas. She shared progress in the 2010 KLA Conference planning process.

Sara reported there will be a link to Healthy Kids Challenge on the Kansas Reads to Preschoolers "Wiggle" web page. They hope to take the Challenge state-wide next year. She asked for input on how the System can best provide support to libraries for Kansas Reads *Dreams From My Father* next winter.

Charlene reported all the Kan-Ed libraries are up and running. The routers are sensitive and she is working on ordering battery back-ups for all of them. Major Tech Grant application window begins September 1 at 8 a.m. SWKLS Tech Day is scheduled for September 25.

Janelle demonstrated best practices for the Kansas Library Express (courier) labels.

Denise encouraged participation in the KLA calendar fundraiser “Kansas Librarians As You’ve Never Seen Them.”

Leesa reported Continuing Education Grant applications will be accepted August 18-31.

Richard Brookman made a motion the meeting adjourn. Candi Hemel seconded.

Respectfully submitted,

Carolyn Guernsey
Recording Secretary