

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 Full Board of the Southwest Kansas Library System met for their annual Fall Assembly Meeting on Friday, October 9, 2009, 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:

Leesa Shafer, Chair	Spearville Township Library
Cara Vanderree	Ashland City Library
Ellen Selzer	Coldwater-Wilmore Library
Mary Ehret Holler	Protection Township Library
Marilyn Kolbeck	Spearville Township Library
Myra Coker	Ness County Governor Appointee
Richard Brookman Jr.	Kearny County Library
Jill Pannkuk	Liberal Memorial Library
Evangeline Orme	Meade County Governor Appointee
Dawnon Beaver	Meade Public library
Carolyn Chase	Plains Community Library
Debbie Erb	Ransom Public Library
Jean Schlegel	Ness City Public Library
Ruby Martin	Lane County Library
Candi Hemel	Cimarron City Library
Virginia Johnson	Morton County Library
Holly Mathes	Grant County Library
Cathy Reeves	Dodge City Public Library
Roger L. Salisbury	Montezuma Township Library
Virginia Gleason	Kinsley Public Library
Joan Weaver	Edwards County Governor Appointee
Sue Farmer	Seward County Governor Appointee
Lenet Froelich	Dudley Township Library
Bridget Young	Utica Public Library
Mary Cross	Meadowlark Library
Karen S. Salmans	Hanston City Library
Stephanie Swonger	Minneola City Library
Denise Smith	Stanton County Library
Joyce Armstrong	Hamilton County Library
Kathy Leon	Bucklin Public Library
Judy Moyer	Kearny County Library
Grace Lupfer	Hodgeman County
Charlene McGuire	SWKLS
Sara McFarland	SWKLS
Patti Cummins	SWKLS
Emily Sitz	SWKLS
Carolyn Guernsey	SWKLS

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 meeting was called to order by Board Chair Leesa Shafer. Denise Smith made a motion to approve the agenda. Jean Schlegel seconded. Motion carried.

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

The minutes from the September 11, 2009 Executive Board meeting were presented for approval. Virginia Johnson made a motion to approve the minutes. Candi Hemel seconded. Motion carried.

Emily stated she would review the Budget Summary later in the meeting along with projections for the rest of the year. Carolyn reviewed the Account Balances and Income Summary for the month ending September 30, 2009.

Carolyn reviewed the bills for the month of October:

General Fund check #29706 through #29775

Grants and Aids check #6012 through #6023

with bills to be added before the end of the month from AT&T, Best Water of Southwest Kansas, Blue Cross/Blue Shield of Kansas, Cox Communications, Dillons, Verizon, Visa, WalMart, October 13 and 27 payroll expenses, and SWKLS to reimburse the General Fund for BPH expenses. Joyce Armstrong made a motion to pay the bills listed and the anticipated bills. Kathy Leon seconded. Motion carried.

Karen Salmans presented the Nominating Committee's slate of officers. Leesa asked for nominations from the floor; there were none. Richard Brookman made a motion to elect the officers as nominated. Roger Salisbury seconded. Motion carried. Officers elected are:

Second Vice-Chair – Mary Holler

Treasurer – Holly Mathes

Secretary – Kathy Leon

Jean Schlegel will move up to Chair and Richard Brookman to First Vice-Chair.

Carolyn presented the Contracts for Service. Cimarron City Library should be added for Full Service at \$7,382, bringing the total contracts to \$172,178. Cathy Reeves made a motion to approve the Contracts for Service. Ruby Martin seconded. Motion carried.

Emily presented the contract for the BPH Grant from Northwest Kansas Library System. It will be for \$3,172 and we propose using it again to reimburse libraries for presentations in their communities with remaining funds to offset System personnel costs. Cathy Reeves made a motion to approve the contract with NWKLS for BPH Grant. Holly Mathes seconded. Motion carried.

Charlene announced Major Technology Grants awarded by the Technology Grant Committee. Richard Brookman distributed the checks.

Emily reviewed Goal #1 of the State library/Regional System Shared Goals for 2010, "Access: Kansans have direct and rapid access to all Kansas library collections." *Libraries will have an Integrated Library Management (ILS) system that meets the state standards for federated searching (z39.50) and user authentication (NCIP; SIP2).* SWKLS will add Scott County Library's and Dudley Township Library's collections to our SWiftnet Verso catalog.

Including the eight libraries completing retrospective conversion projects, 85% of SWKLS libraries will comply. *Libraries will offer self-initiated interlibrary loan or direct borrowing from other libraries.* Liberal Memorial Library has been doing this and Hamilton County and Bucklin Public libraries will soon. Emily encouraged other libraries to consider public initiated interlibrary loan managed by the library. We will plan a Best Practices workshop in the spring to help libraries develop policies and implement patron initiated ILL. *A statewide courier service will deliver materials among Kansas libraries.* Ruby Martin, Courier Task Force member, reported everything is going well with the courier.

Emily stated applications for accreditation under the library Development Standards Program will be accepted during November. This program broadened the former Extended Service Grant so that libraries not eligible for that grant would also have a mechanism to demonstrate their excellence of service. Accreditation will help when talking to funders.

Emily reviewed the Budget Summary with projections for the end of the year.

Sara announced the System will again have a Holiday Recipe Exchange in conjunction with the December Board Meeting and Book Discussion Workshop. Librarians are encouraged to send her their recipes by November 30 so they can be included in the booklet to be distributed at the Exchange.

Emily gave an update of Kansas Library Association Conference planning. The conference will be April 7-9.

Sara reported CD versions of the Collaborative Summer Library Program manual are available for libraries that are not able to use the DVD version that was distributed with the print manual.

Charlene reported there will be a Tech Plan Workday on November 13. Open DNS filtering has been installed in sixteen libraries to date.

Announcements included:

- Dodge City Public Library Foundation will have a wine and cheese fundraiser October 10.
- Kearny County Library now has a facebook page.
- Hamilton County Library's Adult Reading Program Challenge was overwhelmingly successful with 38 participants.
- The Wiggles have good songs on YouTube for Kansas Reads to Preschoolers.

Leesa announced the next meeting will be on December 11 at Dodge City Public Library.

Virginia Johnson made a motion to adjourn. Kathy Leon seconded.

Respectfully submitted,

Carolyn Guernsey
Recording Secretary