

## ***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 · www.swkls.org*

---

The Full Board of the Southwest Kansas Library System met for their annual Spring Assembly Meeting on Friday, April 16, 2010, 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:

Jean Schlegel, Chair	Ness City Public Library
Barb Wilson	Minneola City Library
Holly Mathes	Grant County Library
Lennet Froelich	Dudley Township Library
Eunice Schroeder	Stevens County Library
Mary E. Holler	Protection Township Library
Ellen Selzer	Coldwater/Wilmore Regional Library
Joan Weaver	Edwards County Governor's Appointee
Virginia Gleason	Kinsley Library
Leesa Shafer	Spearville Township Library
Cathy Reeves	Dodge City Public library
Candi Hemel	Cimarron City Library
Kathy Leon	Bucklin Public Library
Virginia Johnson	Morton County Library
Richard Brookman Jr.	Kearny County Library
Carolyn Chase	Plains Community Library
Dawnon Jones	Meade Public Library
Jill Pannkuk	Liberal Memorial Library
David Kearny	Henry Laird Library
Kay Craig	Ford City Library
Mary Cross	Meadowlark Library
Karen S. Salmans	Hanston City Library
Ruby Martin	Lane County Library
Lori Zerr	Greeley County Library
Denise Smith	Stanton County Library
Jacquelyn Johnson	Clark Co. Governor's Appointee
Julie O'Brien	Scott County Library
Rebecca Heinz	Fowler Public Library
Roger K. Salisbury	Montezuma Township Library
Gloria Battin	Grant County Library
Cindy Hittle	Rolla Library
Judy Moyer	Kearny County Library
Mary Roehr	Plains Community Library
Marci Lawrence	Meadowlark Library
Emily Sitz, Director	Southwest Kansas Library System
Steve Andrews	Southwest Kansas Library System
Patti Cummins	Southwest Kansas Library System
Carolyn Guernsey	Southwest Kansas Library System
Charlene McGuire	Southwest Kansas Library System
Janelle Mercer	Southwest Kansas Library System
Tandy Ritchhart	Southwest Kansas Library System

The meeting was called to order by Board Chair Jean Schlegel.

Jean stated that Corrected Tax Assessment Certificates and Belfor Emergency Response Agreement should be added to the agenda. Denise Smith made a motion these items be added to the agenda. Virginia Johnson seconded. Motion carried. Candi Hemel made a motion the agenda be approved with these additions. Leesa Shafer seconded. Motion carried.

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

The minutes from the March 12, 2010 meeting were presented for approval. Eunice Schroeder made a motion to approve the minutes as presented. Denise Smith seconded. Motion carried.

Emily reviewed the Budget Summary for the month ending March 31, 2010. Carolyn reviewed the Account Balances and income Summary for the month ending March 31, 2010.

Carolyn reviewed the bills for the month of April:

General Fund check #30199 through #30297

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, Verizon, Wal Mart, 4/27/2010 payroll expenses, Eva's Kitchen, Linda Orth and Military Plaza Office Leasing. Cathy Reeves made a motion to pay the bills as presented. Mary Holler seconded. Motion carried.

Emily gave an update on the LSTA Regional Automation Grant. Scott County and Dudley Township Libraries were added to SWiftNet using SWKLS share of this grant. Emily will again write the second round of this grant with SWKLS being reimbursed for administrative costs.

Emily stated the System has received notification that gas companies have successfully appealed assessments and we will receive less taxes from two counties, about \$6,173 from Clark County and \$1,105 from Edwards County, in 2010.

Emily presented an agreement with Belfor Property Restoration for their RedAlert Emergency Response service. Participation puts an organization at the top of their list for disaster clean-up service. There is no charge unless you need their service. Joan Weaver made a motion to sign up for Belfor's RedAlert Emergency Response service. Kathy Leon seconded. Motion carried.

Jean presented for approval a BPH contract from Morton County Library. Denise Smith made a motion to approve Morton County's contract. Candi Hemel seconded. Motion carried.

Emily reviewed the Planning/Services Committee recommendations regarding continuation of subsidizing the courier system and re-aligning System services to better reflect the System's commitment of time and resources.

Cathy Reeves presented the Budget Committee's recommendations. Joan Weaver encouraged the Budget Committee next year to be creative in coming up with a way to be cognizant of the local taxpayer.

Jean introduced the 2011 System Plan and stated it would be voted on as a whole unit after the components were addressed.

Emily stated the Shared System Goals were not yet complete as the System Directors haven't had the opportunity to work with the new State Librarian on them. They will be presented to the Board at a later date.

Emily reviewed the Description of Services and Programs that reflect the creation of Resource Sharing. Holly Mathes made a motion to approve the Description of Services and programs. Joan Weaver seconded. Motion carried.

Jean asked for a motion to approve the budget proposed by the Budget Committee. Cathy Reeves made a motion to approve the 2011 Proposed Budget. Lori Zerr seconded. Motion carried.

Emily presented the 2011 Fee Schedule based on 9% of a library's tax income exclusive of employee benefits. Virginia Johnson made a motion to approve the Fee Schedule. Denise Smith seconded. Motion carried.

Jean asked for a motion to approve the 2011 System Plan with the exclusion of the Shared System Goals which will be voted on at a later date. Candi Hemel so moved. Lori Zerr seconded. Motion carried.

Jean presented a Resolution With Respect to Financing 2011 Annual Budget. This resolution is required by law when a tax increase is anticipated. Kathy Leon made a motion to approve the Resolution. Ellen Selzer seconded. Motion carried.

Candi Hemel made a motion to set the Budget Hearing for 10:15 a.m. on August 13, 2010. Ellen Selzer seconded. Motion carried.

Emily reported KLA is facing difficult financial times. KLA's Executive Committee will be making some hard decisions. She is looking forward to touring the System with Jo Budler, the new State Librarian.

Jean reviewed upcoming workshops.

Charlene distributed checks for Major Tech Grants. Small group Illuminar training is continuing. The Tech staff will schedule training on screen casting.

Candi reported Saturday, August 7 will be Library Night at Dodge City Raceway Park. She has arranged with the management to make available to all SWKLS libraries four tickets per child to use as Summer Reading incentives.

Jean announced the Executive Board will meet June 11 via the SWKLS Opal Room.

Mary Holler made a motion to adjourn. Kathy seconded.

Respectfully submitted,

Carolyn Guernsey  
Recording Secretary