

NWKLS Executive Committee Meeting

January 15, 2014

The Executive Committee of Northwest Kansas Library System met at Pioneer Memorial Library in Colby, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Stephanie Brock, 2nd Vice Chair; Jodee Reed, Treasurer; Darla Deeds, Louella Kaiser, and Mary Luehrs.

Committee Member absent: Lynn Tacha, Secretary.

Staff Members in attendance: George Seamon and Alice Evans

The meeting was called to order by Sharon DuBois, Chair; at 3:04 PM.

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Mary Luehrs, to approve the minutes of the December 11, 2013, meeting. The motion carried. (6-0)

Stephanie Brock joined the meeting at 3:05 PM.

Financial Report and Bills:

Mary Luehrs **MOVED**, with a second from Darla Deeds, to accept the Financial Report and to pay the Bills. The motion carried. (7-0)

Director's Report:

George Seamon reported that the Kansas Library Association (KLA) Governmental Affairs Committee (GAC) is encouraging Libraries to write letters to their local State Legislators. The Governmental Affairs Committee is going to utilize the Regional Library Systems to accomplish the letter writing campaign. George also reported that the KLA GAC has also fashioned a statement of support for Kansas School Librarians. He also reported that the Shared Goals are being developed and he distributed early draft copies to the Executive Committee.

Old Business:

Van and Car Wrap/Decals

George Seamon submitted three bids for putting a wrap on the rotation van and decals on the system car. Mary Luehrs **MOVED**, with a second from Jodee Reed, to put a wrap on the van and decals on the car and accept the bid from Signs and Designs from Hays, Kansas. The motion carried. (7-0)

Painting Front Area of System Office

Nancy Saddler **MOVED**, with a second from Darla Deeds, to paint the front area of the System Office and accept the bid from David Riemann. The motion carried. (7-0)

No other old business proposed.

New Business:

Approval of the GAAP Waiver for 2014

Nancy Saddler **MOVED**, with a second from Louella Kaiser, to approve the GAAP Waiver for 2014. The motion carried. (7-0)

Approval of the Financial Depository Institutions

Jodee Reed **MOVED**, with a second from Nancy Saddler, to approve First Security Bank and Trust and Almena State Bank as depositories for Northwest Kansas Library System. The motion carried. (7-0)

Committee Appointment

Sharon DuBois, Chair, announced committee appointments. **Planning Committee:** Mary Luehrs, Chair; Louella Kaiser, Jo Ann Wahrman, Lynn Tacha, Bette James, and Sharon DuBois. **Budget Committee:** Jodee Reed, Chair; Pat Leibbrandt, Marsha Rogers, Stephanie Brock, Tara Schroer, and Sharon DuBois.

Schedule Meetings for the Planning and Budget Committees

Planning Committee will meet on February 12, 2014, at 12:30 PM, at Pioneer Memorial Library. Budget Committee will meet on March 12, 2014, at 12:30 PM, at Pioneer Memorial Library.

No other new business was proposed.

Adjournment:

Darla Deeds **MOVED**, with a second from Jodee Reed, to adjourn the meeting. The motion carried. (7-0)
The meeting was adjourned at 4:10 PM.

The next Executive Committee Meeting will be February 12, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

February 12, 2014

The Executive Committee of Northwest Kansas Library System met at Pioneer Memorial Library in Colby, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Stephanie Brock, 2nd Vice Chair; Lynn Tacha, Secretary; Jodee Reed, Treasurer; Darla Deeds, Pamela Hardy, and Louella Kaiser.

Committee Member absent: Mary Luehrs.

Staff Members in attendance: George Seamon and Alice Evans

Sharon DuBois, Chair, called the meeting to order at 3:00 PM.

Committee members and staff introductions.

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Jodee Reed, to approve the minutes of the January 15, 2014, meeting. The motion carried. (8-0)

Financial Report and Bills:

Louella Kaiser **MOVED**, with a second from Lynn Tacha, to accept the Financial Report and to pay the Bills. The motion carried. (8-0)

Director's Report:

George Seamon reported that three member public libraries still had not completed the Public Library Statistical Survey. He also reported that he had completed the Consultant's Position Job Advertisement, and was still working on updating the Consultant's Job Description. George will get the Job Advertisement published next week on various job boards. George also reported that he has completed the article on Sunflower eLibrary and Zinio, but that he and Mary Boller are still working on the advertisement. George will distribute both items to local newspapers and news outlets next week. He also reported the dates for member library tours. They will be held on April 24th and 29th.

Old Business:

Planning Committee Report

Sharon DuBois reported that the planning meeting was productive and that the next step is getting the goals and services typed up. George Seamon will get the changes made and send the changes to committee members.

Thank you Note from the Staff

Sharon DuBois reported that she received a "Thank you" card from the system staff for the raises the Executive Committee approved.

No other old business proposed.

New Business:

Decatur County Neighborhood Revitalization

Lynn Tacha **MOVED**, with a second from Jodee Reed, to adopt resolution #2 adopting a neighborhood revitalization plan for the portion of NWKLS located in Decatur County, Kansas. The motion carried. (8-0)

Pioneer Memorial Library Grant Proposal

George Seamon reported that he received an email from Pioneer Memorial Library about the LSTA funds that the system received from the State Library of Kansas last year. George requested a grant proposal from Pioneer Memorial Library and submitted it to the Executive Committee for consideration. The Executive Committee discussed using half of the funds to support a grant program for member libraries and use the other half for system needs. The Executive Committee also discussed how the grant would work and determined that they needed more time for that discussion. Stephanie Brock **MOVED**, with a second from Darla Deeds, to approve the system spending half of the money on system needs. The motion carried. (7-1, with Lynn Tacha Dissenting)

NWKLS LSTA Grant Proposal

George Seamon reported that the State Library of Kansas should have another LSTA Grant for 2014 and that he would like NWKLS to submit a proposal. The NWKLS staff have been developing teen programming kits, researching adaptive technology for visually impaired, and researching the purchase of a 3-D Printer. He would like to include these items in the proposal. Stephanie Brock **MOVED**, with a second from Jodee Reed, to write and submit a grant proposal for LSTA Funds. The motion carried. (8-0)

No other new business was proposed.

Adjournment:

Jodee Reed **MOVED**, with a second from Darla Deeds, to adjourn the meeting. The motion carried. (8-0)
The meeting adjourned at 4:03 PM.

The next Executive Committee Meeting will be March 12, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

March 12, 2014

The Executive Committee of Northwest Kansas Library System met at Pioneer Memorial Library in Colby, Kansas.

Committee Members in attendance: Nancy Saddler, 1st Vice Chair; Stephanie Brock, 2nd Vice Chair; Lynn Tacha, Secretary; Jodee Reed, Treasurer; Darla Deeds, Pamela Hardy, Louella Kaiser, and Mary Luehrs

Committee Member absent: Sharon DuBois, Chair

Staff Members in attendance: George Seamon and Alice Evans

Nancy Saddler, 1st Vice Chair, called the meeting to order at 3:00 PM.

Approval of the Minutes:

Jodee Reed **MOVED**, with a second from Pamela Hardy, to approve the minutes of the February 12, 2014, meeting. The motion carried. (8-0)

Financial Report and Bills:

Lynn Tacha **MOVED**, with a second from Mary Luehrs, to accept the Financial Report and to pay the Bills. The motion carried. (8-0)

Director's Report:

George Seamon reported that he is still watching several bills in the Kansas Legislature. He reported that NWKLS would hold a Workshop in the next few months to help public libraries meet the requirements of Kansas CIPA. George also reported that NWKLS had not been paying the right amount of rent to the city. When the contract with the city was renewed, NWKLS did not increase the amount of rent paid to the city as agreed. Alice Evans discovered the oversight and is working with the city to make things right.

Old Business:

Budget Committee Report

Jodee Reed reported that the Budget Committee would keep the NWKLS 2015 Budget around the same level as the 2014 Budget, since increases were not necessary. The Committee also decided to budget for a 2% increase in staff wages and allow the consideration of Christmas Bonuses.

Discussion of LSTA Grant Funds

The Executive Committee discussed distribution of additional funds received by the State Library of Kansas. The Executive Committee was unable to conclude the discussion, and tabled the item until April.

No other old business proposed.

New Business:

Almena State Bank CD

Stephanie Brock **MOVED**, with a second from Mary Luehrs, to renew the CD at Almena State Bank for another six months. The motion carried. (8-0)

Friends of Kansas Libraries Dues

Lynn Tacha **MOVED**, with a second from Stephanie Brock, to pay the organizational dues for NWKLS to be a member of FOKL. The motion carried. (8-0)

No other new business was proposed.

Adjournment:

Darla Deeds **MOVED**, with a second from Luella Kaiser, to adjourn the meeting. The motion carried. (8-0)
The meeting adjourned at 3:33 PM.

The next Executive Committee Meeting will be April 9, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

April 10, 2014

The Executive Committee of Northwest Kansas Library System met via phone conference.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Stephanie Brock, 2nd Vice Chair; Lynn Tacha, Secretary; Darla Deeds, Pamela Hardy, Louella Kaiser, and Mary Luehrs.

Committee Member absent: Jodee Reed, Treasurer

Staff Members in attendance: George Seamon and Alice Evans

Sharon DuBois, Chair, called the meeting to order at 3:00 PM.

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Louella Kaiser, to approve the minutes of the March 12, 2014, meeting. The motion carried. (6-0)

Darla Deeds joined the meeting at 3:02 PM.

Financial Report and Bills:

Darla Deeds **MOVED**, with a second from Mary Luehrs, to accept the Financial Report and to pay the Bills. The motion carried. (7-0)

Director's Report:

George Seamon reported that the APPLE Kickoff at Rock Springs went well. George would like to see member librarians attend APPLE next year. He also reported that he had three phone interviews for the consultant position, and one of the candidates is coming to the system on April 14 for a visit and interview.

Old Business:

2015 Budget, Recommendation to the Full Board

Stephanie Brock **MOVED**, with a second from Pamela Hardy, to recommend the 2015 NWKLS Budget to the Full Board for approval. The motion carried. (7-0)

Lynn Tacha joined the meeting at 3:22 PM.

2015 Plan, Recommendation to the Full Board

Mary Luehrs **MOVED**, with a second from Lynn Tacha, to recommend the 2015 NWKLS Plan to the Full Board for approval. The motion carried. (8-0)

Discussion of LSTA Grant Funds

Lynn Tacha **MOVED**, with a second from Nancy Saddler, to create a committee to determine how to distribute LSTA Funds. The motion carried. (7-1) With Mary Luehrs dissenting.

No other old business proposed.

New Business:

NWKLS Capital Improvement Fund

Stephanie Brock **MOVED**, with a second from Mary Luehrs, to create a capital improvement fund. The motion carried. (8-0)

No other new business was proposed.

Adjournment:

Darla Deeds **MOVED**, with a second from Mary Luehrs, to adjourn the meeting. The motion carried. (8-0)
The meeting adjourned at 3:45 PM.

The next Executive Committee Meeting will be May 14, 2014, at NorthWest Kansas Library System,
Norton, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

May 14, 2014

The Executive Committee of Northwest Kansas Library System met in the NorthWest Kansas Library System Meeting Room.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Darla Deeds, Pamela Hardy, Louella Kaiser, and Mary Luehrs

Committee Member absent: Stephanie Brock, 2nd Vice Chair and Jodee Reed, Treasurer

Staff Members in attendance: George Seamon, Alice Evans and Mary Boller

Other in attendance: Jana Gfeller, Librarian at Tri-Plains Schools and Cyndie Aumiller, Librarian at Hoxie Schools

Sharon DuBois, Chair, called the meeting to order at 12:30 PM.

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Darla Deeds, to approve the minutes of the April 9, 2014, meeting. The motion carried. (7-0)

Financial Report and Bills:

Pamela Hardy **MOVED**, with a second from Mary Luehrs, to accept the Financial Report and to pay the Bills. The motion carried. (7-0)

Director's Report:

George Seamon reported that the State Library of Kansas is going to provide grant funds for the expansion of the 6 by 6: Ready to Read Backpack collection. In total, the State Library will be providing \$31,000.00 for this project.

Old Business:

LSTA Grant Funds Committee Report

Sharon DuBois reported that the committee has developed the application for the grant, and that each applicant could apply for a maximum of \$1500.00. The Executive Committee discussed the application Process with the timeline and restrictions. Lynn Tacha **MOVED**, with a second from Mary Luehrs, to set the grant maximum at \$1500.00, approve the grant application developed by the committee, set the deadline for November 1, 2014 with grants to be awarded in January 2015, restricting the grant to public libraries, but extra consideration being given to libraries partnering with schools or other entities. The motion carried. (7-0)

No other old business proposed.

New Business:

Courier Grant

George Seamon reported that the courier services is switching to a calendar year from a federal year, and the courier service will invoice for a half year of service in 2014. On January 2015, libraries will begin paying for a full year of service. George proposed that the system pay for the remainder of 2014, for member libraries as a grant, and go back to providing grants in 2015. Nancy Saddler **MOVED**, with a second from Darla Deeds, to pay, as a grant, the 2014 partial fee for member libraries, and return to providing subsidy grants in 2015. The motion carried. (7-0)

Permanent Collection

George Seamon reported that the NWKLS Permanent Collection housed at NPL no longer fits in the NWKLS mission. Sharon DuBois **MOVED**, with a second from Nancy Saddler, to turn over the remainder

of the NWKLS Permanent Collection to NPL, and have NPL take over the ILL for that collection. The motion carried. (7-0)

William Allen White Collections for Public Libraries

George Seamon reported that some Member Public Libraries would like to start receiving William Allen White Collections from NWKLS. George reported that Mary Boller would be contacting libraries to see if they are interested.

Moving Costs for Meagan Zampieri New NWKLS Consultant

Lynn Tacha **MOVED**, with a second from Louella Kaiser, to provide reimbursement of moving expenses up to \$1000.00. The motion carried. (7-0)

Election of new Treasurer

Executive Committee members nominated Louella Kaiser as Treasurer. Nancy Saddler **MOVED**, with a second from Mary Luehrs, to elect Louella Kaiser as Treasurer. The motion carried. (7-0)

No other new business was proposed.

Adjournment:

Lynn Tacha **MOVED**, with a second from Darla Deeds, to adjourn the meeting. The motion carried. (7-0)
The meeting adjourned at 1:20 PM.

The next Executive Committee Meeting will be June 11, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

July 9, 2014

The Executive Committee of Northwest Kansas Library System met in the WaKeeney City Library Meeting Room, WaKeeney, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Louella Kaiser, Treasurer; Cyndie Aumiller, Stephanie Brock, Darla Deeds, David Graham, Victoria Halbleib, and Pamela Hardy.

No Committee Members were absent.

Staff Members in attendance: George Seamon and Alice Evans.

Others in attendance: Brian Thompson, CPA, Mapes and Miller.

Sharon DuBois, Chair, called the meeting to order at 3:16 PM.

Pamela Hardy joined the meeting at 3:25 PM.

Presentation of the Audit Report:

Brian Thompson presented the NWKLS Audit for 2013. The 2013 Audit was clean and financial statements are in order. Nancy Saddler **MOVED**, with a second from Victoria Halbleib, to accept the audit report and have Mapes and Miller file the audit with various State Agencies. The motion carried. (10-0)

Approval of the Minutes:

Louella Kaiser **MOVED**, with a second from Nancy Saddler, to approve the minutes of the May 14, 2014, meeting. The motion carried. (10-0)

Darla Deeds left the meeting at 3:42 PM.

Financial Report and Bills:

Lynn Tacha **MOVED**, with a second from Stephanie Brock, to accept the Financial Report and to pay the Bills. The motion carried. (9-0)

Director's Report:

George Seamon reported that Dave Fischer, Meagan Zampieri, and he were going to meet with various Directors at Nex-Tech Wireless about the possibility of Nex-Tech collaborating with libraries in NorthWest Kansas Library System in checking-out MiFi units. George also reported that the State Librarian, Jo Budler, would also be attending to see if Nex-Tech would work with the statewide pilot.

Old Business:

Fall Full System Meeting

The Executive Committee discussed the Full System Meetings. The Fall Full System Meeting needs to be in August to coincide with the Budget Hearing. The Executive Committee would like to adjust the NWKLS Bylaws for approval at the Full Board Meeting in October. Adjustments would include one Full Board Meeting a year held in August to approve the NWKLS Budget, Plan, Bylaws, and Elect Officers for the next year. George Seamon offered to write-up the changes to the bylaws. The Executive Committee also discussed the possibility of having a banquet or lunch tied with the board meeting.

No other old business proposed.

New Business:

Reevaluation of Kama Mandl's Wages

Lynn Tacha **MOVED**, with a second from Victoria Halbleib, to give Kama a \$0.50 raise. The motion carried. (9-0)

Resignation of Mary Luehrs

Nancy Saddler **MOVED**, with a second from Lynn Tacha, to accept, with regret, Mary Luehrs' resignation. The motion carried. (9-0)

Payment to Kim Gallentine

Kim Gallentine provided consulting services for 50 hrs. The Executive Committee agreed to pay \$500.00 for those services.

No other new business was proposed.

Adjournment:

Victoria Halbleib **MOVED**, with a second from Louella Kaiser, to adjourn the meeting. The motion carried. (9-0) The meeting adjourned at 4:20 PM.

The next Executive Committee Meeting will be August 13, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

August 18, 2014

The Executive Committee of Northwest Kansas Library System met in the Pioneer Memorial Library Meeting Room, Colby, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Louella Kaiser, Treasurer; Cyndie Aumiller, Darla Deeds, David Graham, Victoria Halbleib, and Pamela Hardy.

Committee Member absent: Stephanie Brock, 2nd Vice Chair

Staff Members in attendance: Alice Evans, Dave Fischer, George Seamon, and Meagan Zampieri

Other in attendance: None

Sharon DuBois, Chair, called the meeting to order at 3:04 PM.

Sharon DuBois, Chair, opened the budget hearing at 3:04 PM.

Introductions

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Lynn Tacha, to approve the minutes of the July 9, 2014, meeting. The motion carried. (9-0)

Financial Report and Bills:

Victoria Halbleib **MOVED**, with a second from David Graham, to accept the Financial Report and to pay the Bills. The motion carried. (9-0)

Director's Report:

George Seamon reported on the NEKLS Director Position. George also reported that there was confusion about the Microsoft Licensing Program NWKLS subscribed to 9 years ago. The system may owe for past licenses. George will report more information as it becomes available.

Old Business:

Amending the Bylaws for one Full System Meeting in August

The Executive Committee discussed the proposed changes to the NWKLS Bylaws. Lynn Tacha **MOVED**, with a second from Victoria Halbleib, to recommend the changes to the Full Board for approval at the October Meeting. The motion carried. (9-0)

No other old business proposed.

Sharon DuBois, Chair, closed the budget hearing at 3:50 PM.

New Business:

Adoption and Certification of the 2015 Budget

Nancy Saddler **MOVED**, with a second from Pamela Hardy, to adopt and certify the 2015 NWKLS Budget. The motion carried. (9-0)

Appointment of the Nominating Committee for October Election of Officers

Sharon DuBois appointed Stephanie Brock, Pamela Hardy, and Nancy Saddler to the Nominating Committee.

Approval of the NWKLS Depository for the Checking Account

Stockton National Bank purchased First Security Bank and Trust. Due to this acquisition, the Executive Committee needs to approve Stockton National Bank as an NWKLS Depository. Victoria Halbleib **MOVED**, with a second from Lynn Tacha, to approve Stockton National Bank as an NWKLS Depository. The motion carried. (9-0)

No other new business was proposed.

Adjournment:

Cyndie Aumiller **MOVED**, with a second from Victoria Halbleib, to adjourn the meeting. The motion carried. (9-0) The meeting adjourned at 4:12 PM.

The next Executive Committee Meeting will be September 10, 2014, at Pioneer Memorial Library, Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

October 8, 2014

The Executive Committee of Northwest Kansas Library System met in the Jay Johnson Public Library Teen Room, Quinter, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Louella Kaiser, Treasurer; David Graham, and Victoria Halbleib

Committee Member absent: Stephanie Brock, 2nd Vice Chair; Cyndie Aumiller, Darla Deeds, and Pamela Hardy

Staff Members in attendance: Alice Evans and George Seamon

Sharon DuBois, Chair, called the meeting to order at 12:25 PM.

Approval of the Minutes:

Victoria Halbleib **MOVED**, with a second from Nancy Saddler, to approve the minutes of the August 18, 2014, meeting. The motion carried. (6-0)

Financial Report and Bills:

Lynn Tacha **MOVED**, with a second from Victoria Halbleib, to accept the Financial Report and to pay the Bills. The motion carried. (6-0)

Director's Report:

George Seamon reported on his participation in the ARSL Conference. He shared some questions to get librarians thinking about their library. What do we hire the library to do? Do we engage our communities? Are we learning? Are we a part of the digital literacy corps? George also reported on a session about maker spaces.

Old Business:

Election of Officers, Recommendation to the Full Board

The proposed officers are Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; David Graham, 2nd Vice Chair; Lynn Tacha, Secretary; and Louella Kaiser, Treasurer. Victoria Halbleib **MOVED**, with a second from Lynn Tacha, to recommend the proposed officers to the Full Board for approval. The motion carried. (6-0)

No other old business proposed.

New Business:

Renewal of Recorded Books Zinio

George Seamon shared Zinio cost and usage statistics with the Executive Committee, and told the Committee that Steve Wilks was working on a price break for the platform cost. George reported that he would have the new pricing information for the November Committee meeting for their consideration at that time. Item tabled until November.

Patterson Books from the State Library

The Executive Committee is not interested in the extra James Patterson books.

No other new business was proposed.

Adjournment:

Louella Kaiser **MOVED**, with a second from David Graham, to adjourn the meeting. The motion carried. (6-0) The meeting adjourned at 1:08 PM.

The next Executive Committee Meeting will be November 12, 2014, via phone conference.

Chair

Secretary

NWKLS Executive Committee Meeting

November 12, 2014

The Executive Committee of Northwest Kansas Library System met via Conference Call.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Louella Kaiser, Treasurer; Cyndie Aumiller, Pamela Hardy, and Victoria Halbleib

Committee Member absent: Stephanie Brock, 2nd Vice Chair; David Graham, and Darla Deeds

Staff Members in attendance: Alice Evans and George Seamon

Sharon DuBois, Chair, called the meeting to order at 3:05 PM.

Approval of the Minutes:

Nancy Saddler **MOVED**, with a second from Victoria Halbleib, to approve the minutes of the October 8, 2014, meeting. The motion carried. (6-0)

Cyndie Aumiller arrived at the meeting at 3:07 PM.

Financial Report and Bills:

Victoria Halbleib **MOVED**, with a second from Lynn Tacha, to accept the Financial Report and to pay the Bills. The motion carried. (7-0)

Director's Report:

George Seamon reported that OverDrive now offers digital magazine and newspaper checkout.

Old Business:

Zinio Renewal

Victoria Halbleib **MOVED**, with a second from Nancy Saddler, to approve renewal of Zinio for 2015. The motion carried. (7-0)

Overdrive Renewal

Cyndie Aumiller **MOVED**, with a second from Louella Kaiser, to approve renewal of Overdrive for 2015. The motion carried. (7-0)

No other old business proposed.

New Business:

Extra Day Off in December for Staff Appreciation

Lynn Tacha **MOVED**, with a second from Victoria Halbleib, to approve an extra day off in December for staff appreciation. The motion carried. (7-0)

No other new business was proposed.

Adjournment:

Cyndie Aumiller **MOVED**, with a second from Victoria Halbleib, to adjourn the meeting. The motion carried. (7-0) The meeting adjourned at 3:31 PM.

The next Executive Committee Meeting will be December 10 at Pioneer Memorial Library in Colby, Kansas.

Chair

Secretary

NWKLS Executive Committee Meeting

December 10, 2014

The Executive Committee of Northwest Kansas Library System met at Pioneer Memorial Library in Colby, Kansas.

Committee Members in attendance: Sharon DuBois, Chair; Nancy Saddler, 1st Vice Chair; Lynn Tacha, Secretary; Louella Kaiser, Treasurer; Darla Deeds, David Graham, Pamela Hardy, and Victoria Halbleib

Committee Member absent: Stephanie Brock, 2nd Vice Chair; and Cyndie Aumiller

Staff Members in attendance: Alice Evans and George Seamon

Sharon DuBois, Chair, called the meeting to order at 3:00 PM.

Approval of the Minutes:

Pam Hardy **MOVED**, with a second from Louella Kaiser, to approve the minutes of the November 12, 2014, meeting. The motion carried. (8-0)

Financial Report and Bills:

Darla Deeds **MOVED**, with a second from Nancy Saddler, to accept the Financial Report and to pay the Bills. The motion carried. (8-0)

Director's Report:

George Seamon reported that he would be traveling to Topeka, Kansas, to attend the State Library of Kansas Board Meeting to present the NWKLS Bylaws for approval. George reported on the meeting the regional library systems and State Library of Kansas had with MOBIUS about their Evergreen project. He also reported the State Library of Kansas is now offering a new ebook platform based on number of pages read in the ebook. George also reported that NWKLS is now the new administrator for the Sunflower eLibrary.

Old Business:

Technology Grant Committee

Sharon DuBois appointed Lynn Tacha, Louella Kaiser, and Mary Boller to be on the Technology Grant Committee.

No other old business proposed.

New Business:

Dates and Times of Future Executive Committee Meetings

The consensus of the Executive Committee was to keep the meeting schedule set at the Second Wednesday of the month at three o'clock. The committee also agreed to continue to meet at Pioneer Memorial Library in Colby, Kansas.

Year End Bills

Nancy Saddler **MOVED**, with a second from Lynn Tacha, to pay year-end bills. The motion carried. (8-0)

Employee Salaries for 2015

Dave Graham **MOVED**, with a second from Darla Deeds, to give NWKLS staff a 4% increase in salary for 2015. The motion carried. (8-0)

KLA Legislative Day

The Executive Committee would like to support KLA Legislative Day in Topeka, Kansas, by offering to pay for the hotel rooms and providing rides to Topeka for member librarians interested in attending.

No other new business was proposed.

Adjournment:

Dave Graham **MOVED**, with a second from Victoria Halbleib, to adjourn the meeting. The motion carried. (8-0) The meeting adjourned at 3:50 PM.

The next Executive Committee Meeting will be January 13, 2015, at Pioneer Memorial Library in Colby, Kansas.

Chair

Secretary