

MINUTES OF THE EXECUTIVE BOARD MEETING  
NORTHEAST KANSAS LIBRARY SYSTEM  
LAWRENCE, KS  
January 21, 2010

The regular monthly meeting of the Northeast Kansas Library System was held in the System Office in Lawrence, KS on January 21, 2010. President Ken Woods called the meeting to order at 10:00 a.m.

The President called for additions or deletions to the agenda. Mr. Minges added Director Evaluation to Item (a), Item (g) Civil Rights Certificate approval, and Item (h) Nexpress shared automation rates for 2010, to the consent agenda.

MOTION: Wade Edwards moved that the agenda be approved as amended. Roger Gormley seconded and the MOTION WAS APPROVED UNANIMOUSLY.

MOTION: Arla Jones moved that the consent agenda be accepted as amended. This includes the November 19, 2009 Executive Board meeting minutes, the November and December 2009 financial reports, the December 2009 warrants in the amount of 179,246.67, and the January 2010 warrants in the amount of \$100,714.35. Marilyn Daniels seconded and the MOTION WAS APPROVED UNANIMOUSLY.

Jim Minges presented his Director's report and discussed two items:

- 1) Mr. Minges announced the name of the new State Librarian of Kansas, Jo Budler. She was previously the State Librarian of Ohio.
- 2) On December 29, 2009, the KLOW service suffered a major attack by a hacker. The result was that Liz Rea moved the KLOW service to the Amazon cloud server sooner than anticipated. Statewide web sites were restored with only minimal content to avoid re-infection with malicious code.

The other monthly reports were accepted as printed.

The first item of business was a personnel committee report. Roger Gormley, chair of the committee, had two items for the Executive Board to discuss:

- 1) Short Term Disability – The personnel committee recommended that the Northeast Kansas Library System add short-term disability insurance as a company-funded benefit for employees. After review, the committee recommended adoption of the 180 day short-term plan offered by Standard Insurance.
- 2) Evaluation for System Director

MOTION: Roger Gormley moved the acceptance of the personnel committee report to add short-term disability as a company-provided employee benefits, and the choice of the Standard Insurance as the provider. Raymond Riley seconded and the MOTION WAS APPROVED UNANIMOUSLY.

MOTION: Wade Edwards moved that pursuant to K.S.A. 75-4319, the Executive Board recess for executive session for the purpose of discussing personnel matters of non-elected personnel, the session to run from 10:15 a.m. to 10:30 a.m. M. E. Grosdidier seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The Executive Board went into executive session at 10:15 a.m. and came out of executive session at 10: 30 a.m.

MOTION: Kelley Weber moved the Executive Board resume open session. Arla Jones seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The Executive Board discussed the evaluation of System Director, James Minges. Roger Gormley thanked the personnel committee members for their work on this process and Board members commended the Director for his exemplary performance in 2009.

MOTION: Kelley Weber moved the acceptance of the personnel committee report, noting a salary increase of 3% retroactive to January 1, 2010. Wade Edwards seconded and the MOTION WAS APPROVED UNANIMOUSLY.

Strategic planning was the second item on the agenda. Brenda Hough, the NEKLS Continuing Education Consultant, presented the Board with the draft of the 2010-2012 NEKLS Strategic Plan. She discussed each of the goals, and encouraged everyone to study the document and provide suggestions to the members of the planning group.

The third item of business was the LibLime service and contract issues. LibLime has been providing no customer service to NEKLS. Further, LibLime has been making a concerted effort to separate the LibLime Koha code (LibLime Enterprise Koha) from the open-source Koha product and the Koha open-source community. Mr. Minges provided in-depth background to the Executive Board regarding Koha and Liblime. Currently, LibLime is being acquired by another company, PTFS. Mr. Minges has opened discussions with the management of PTFS regarding the LibLime acquisition and the problems NEKLS has had with customer service and enhancement development.

Lansing Public Library was the fourth item of business. Mr. Minges reviewed the correspondence he had sent to the City of Lansing and Library Director. Mr. Minges has had not response from the Library Board or the City Mayor. Library Director, Kim Turner, met with Mr. Minges to discuss the Lansing City Charter Ordinance and the NEKLS standards. Mr. Minges feels the following items are not negotiable:

- 1) The Library Board has to control library policies.
- 2) The Library Board has to control non-tax funds.
- 3) The Library Board has to control the hiring and evaluation of the Library Director.

The Executive Board was in consensus with Mr. Minges' items of compliance. Further, Mr. Minges reported that there is still some question of the eligibility of Lansing Public Library for State Aid. The State Librarians may ask for an informal Attorney General opinion.

The fifth item of business was the 2010-2011 courier fees and subsidies. Mr. Minges reviewed the 2009 rates and recommended that the rate for 5 day/week service be reduced to \$1800.00 per year, and that 3 day/week service should remain at \$250 per year, with NEKLS covering the volume charges as well.

MOTION: Leslee Bowers moved the acceptance the 2010-2011 courier rates as recommended. Roger Gormley seconded and the MOTION WAS APPROVED UNANIMOUSLY.

Mr. Minges then began a discussion regarding the libraries that are paying for 3 day service that also have very high volumes of shipment. The Executive Board asked Mr. Minges to give the Board a recommendation on these libraries in February.

The Talking Books Service (TBS) was the sixth item of business. The Task Force that has been reviewing the operation will likely recommend one centralized Talking Books Service to be located at Emporia State University. There are some concerns regarding accessibility at ESU, but the space is provided at an extremely affordable rate.

Approval of the 2010 Civil Rights Certificate was the seventh item on the agenda.

MOTION: Kim Beets moved that the 2010 Civil Right Certificate be approved. Kelley Weber seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The final agenda item was a discussion of the 2010 NExpress annual fees. Mr. Minges recommended that the rates include a new rate level to make the service more affordable for the smallest libraries. The fee schedule for 2010 would be:

| Library Income      | NExpress annual fee |
|---------------------|---------------------|
| Less than \$50,000  | \$450               |
| \$50,000-\$99,999   | \$675               |
| \$100,000-\$249,999 | \$1,500             |
| \$250,000-\$499,000 | \$3,300             |
| \$500,000 or more   | \$5,000             |

MOTION: Raymond Riley moved that the 2010 NExpress annual rates be approved as recommended. Emily Baker seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The meeting was adjourned at 12:00 p.m. The next Executive Board meeting will be on February 18, 2010 at 10:00 a.m. in the auditorium of the Lawrence Public Library.

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Emily Baker, Secretary

## ATTENDANCE

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|------------------|------------------|--------------------|--------------------|
| Ken Woods        | Franklin County  | Roger Gormley      | Doniphan County    |
| Marilyn Daniels  | Gov. Appt. Rept. | Pamela Tull        | Member-At-Large    |
| Emily Baker      | Johnson County   | Marguerite Spencer | Leavenworth County |
| Leslee Bowers    | Jackson County   | Arla Jones         | Douglas County     |
| Kimberly Beets   | Wyandotte County | Raymond Riley      | Jefferson County   |
| Brad Allen       | Shawnee County   | M.E. Grosdidier    | Member-At-Large    |
| Steven Gromatzky | Atchison County  | Wade Edwards       | Brown County       |
| Kelley Weber     | Member-At-Large  | Brenda Hough       | NEKLS              |
|                  |                  | Jim Minges         | NEKLS              |
|                  |                  | Laura DeBaun       | NEKLS              |